

There was a Regular meeting of the Wise County Redevelopment & Housing Authority Board of Commissioners on Tuesday, March 10, 2009 at 4:30 p.m. at the John P. Vandiver Community Center in Coeburn, Virginia.

Upon roll call, the following members were present:

Elsie V. Kern
James R. Johnson, Sr.
Randy Carter
Robert Harrison
James Cooper
Fred Pack
John Markham
Jim Flanary

Also Present: Greg Gilbert, Attorney; Ralph & Frances Vandiver; several WCRHA staff.

Mr. Fred Pack opened the meeting with prayer. Mr. Jim Flanary led in the Pledge of Allegiance.

Chairwoman Kern asked if there were any public comments. There were none.

Chairwoman Kern asked if there were any corrections or additions to the minutes of February 10, 2009. Mr. Harrison made a motion to approve the minutes as received; the motion was seconded by Mr. Jim Flanary. The motion carried.

Approval of Agenda was the next item on the agenda. Mr. Salyer said he needed to add an item under New Business – Change of meeting date for April. Chairwoman Kern asked for a motion on the agenda. Randy Carter made a motion to approve the agenda with the change; the motion was seconded by James Johnson, Sr. All members voted aye.

Chairwoman Kern proceeded to Old Business – Roberts Rules of Order. Mr. Salyer had sent the board a simplified version of Roberts Rules of Order and asked the board if they wanted to adopt the rules. The board decided not to adopt the Roberts Rules of Order at this time.

Commonwealth Apartments Update was discussed. Mr. Salyer stated that the Authority purchased Commonwealth Apartments in October 2008. Since that time we have met with the residents and have them all under lease and have established their rents. The rents will remain the same for approximately two years. The Authority has applied for low income tax credits to do the improvements needed for Commonwealth. Lane Engineering is the architect. They are in the process of doing as-built drawings for this property. The improvements for Commonwealth include the following: Heat pumps; replacement of all doors and windows; replacement of all kitchens and bathrooms; roof

replacement; and two units will be turned into handicap units. Everything has to be done in compliance with the county and city building codes.

Chairwoman Kern continued to New Business. Mr. Salyer stated that he will be out of town on the second Tuesday of April and would like to change the board meeting to April 7, 2009. Chairwoman Kern asked for a motion to change the meeting date. Mr. Jim Flanary made a motion to change the meeting date to April 7, 2009; the motion was seconded by Mr. James Cooper. All members voted aye.

Appalachian Towers Elevator was discussed. Mr. Salyer stated that on February 25, 2009 some children were visiting their grandmother at the Towers and they vandalized the sprinkler system. Mr. Mooney stated that the Appalachia Police Department took the sprinkler head and a screwdriver that was found near the sprinkler and sent it off to have it tested to make sure the screwdriver was used to do the damage so the deductible of \$2500.00 could be recovered. Mr. Mooney stated that there was 5" of water in the hotel. The maintenance crew removed the water from the hotel and the Hammer crew replaced the ceiling tile that was damaged. The elevator at the Towers stopped working due to water damage. Kone Elevator Company came and estimated that the damage to the elevator was \$33,000. The elevator was out of order until March 4th. A claim was filed with the insurance company and the Authority received a check within 3 days. Mr. Mooney stated that the maintenance crew did everything they could to make it easier on the tenants during the time the elevator was down. Mr. Markham asked the name of the insurance company. Mr. Salyer stated that the insurance company is Housing Authority Insurance (HAI) from Connecticut. They specialize in insuring housing authorities. Mr. Salyer stated that the \$2500.00 deductible would be passed on to the tenant. Mr. Mooney said the tenant was notified in writing that she may be liable for the \$2500.00 deductible. There were no further questions from the board.

American Recovery and Reinvestment Act was discussed. Mr. Salyer informed the board that the Authority would be receiving \$442,737.00 in stimulus money from the new administration. The money is only to be used for capital improvements to our HUD properties. The money has to be spent in two years and under contract within one year. Mr. Salyer stated that he would like to spend the money to brick Litchfield Manor. An architect is already on site. Mr. Salyer stated that he had to make a commitment to HUD that the Authority wanted this money. The Board of Commissioners has to agree also. Chairwoman Kern read the following resolution #2009-01.

Whereas, the Wise County Redevelopment and Housing Authority (WCRHA) has been designated to receive \$442,737.00 from the U.S. Department of Housing and Urban Development (HUD); and

Whereas, the WCRHA certifies that it will use this grant in compliance with all federal statutory and regulatory requirements;

Now, Therefore, be it resolved that the Board of Commissioners of the WCRHA does hereby authorize its Executive Director and CEO to accept the ARRA capital funds and authorizes the proposed use of these funds.

Chairwoman Kern asked for a motion to accept the resolution. Mr. Randy Carter made the motion to accept resolution #2009-01; the motion was seconded by Mr. James Cooper. Chairwoman Kern asked if there was any discussion.

Mr. Johnson asked about the cost to brick Litchfield Manor. Mr. Salyer stated that the Authority would need approximately \$100,000 more (\$542,737) to brick the apartments. The money would come from the capital improvement program from HUD that the Authority receives each year. Mr. Markham asked if any of the money could be used on the Commonwealth Apartment improvements. Mr. Salyer stated that it can only be used for HUD properties.

All the members voted aye on the resolution.

The next item under New Business was Sale of House. Mr. Garrett stated that the two bedroom house was built by the Hammer crew approximately two years ago. The house was built in partnership with the Wise Skills Center. The Skills Center has \$13,000 in the house and the Authority has \$28,000. The house has been advertised in the past with very little interest. Mr. Garrett stated that the Authority will advertise again and try to sell the house with a specific asking price. The house is located at the Skills Center and whoever purchases the house would be responsible for moving it to a site. Mr. Harrison asked for a flyer with a picture of the house. He stated that there is a need for housing in the St. Paul and Castlewood area for employees of Shaw.

Chairwoman Kern continued to Retirement (Health Insurance) Benefit. Kathy Hylton stated that the Virginia Retirement System offers health insurance credit for current and future retirees. They will pay \$1.50 per year of service for a maximum of \$45.00. This would also apply to someone on disability. The Board received a copy of Resolution #2009-02 – Optional Health Credit Program for Local Government Employees. If the board is in agreement the eligible current and future retirees will receive the benefits under the program effective April 1, 2009. Chairwoman Kern asked for a motion on the resolution. Randy Carter made a motion to approve Resolution #2009-02; the motion was seconded by Jim Flanary. Chairwoman Kern asked if there was any discussion. The motion carried unanimously.

Under other new business, Mr. Garrett discussed building sites for the Hammer crew. He stated that he found two lots side by side (50' lots) going up Wise Mountain. Both lots are needed to build a house on. Mr. Garrett said he talked with both owners and they were in agreement to sell the lots. The Authority had the lots appraised and offered \$7,000 for each lot. An option was signed by the owners. One property had liens and a Deed of Trust against it. A closing was scheduled for today (March 10th) and the owner of the lot with the liens did not show. The Authority has invested approximately \$600.00 on the two properties. Steve had discussed the situation with

Greg Gilbert. He stated that the Authority could file a law suit against the property owner and the Authority would incur legal fees. The board was in agreement to pursue legal steps to purchase the lot. Chairwoman Kern made a motion to pursue purchasing the lot legally since an option has been signed; Robert Harrison seconded the motion. The motion carried unanimously.

Honoring Retiree Steve Garrett was the next item on the agenda. Mr. Salyer presented Steve Garrett with a 33 year service award plaque. The board thanked Steve Garrett for his dedicated service to the Authority. From the residents of the Town of St. Paul, Mr. Harrison thanked Steve for all his help and dedication to the Town.

Chairwoman Kern asked if there were any comments or requests from the Board. There were none.

The meeting was adjourned by a motion from Mr. Pack.

Minutes were approved at the April 7, 2009 meeting.