

There was a Regular monthly board meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday, September 8, 2009 at 4:30 p.m. at the John P. Vandiver Community Center in Coeburn, Virginia.

Those members present were as follows:

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

Also present at the meeting was Attorney Greg Gilbert, Eula Hughes, and Tom Chester.

Mr. Johnson opened the meeting with prayer. Mr. Flanary led in the Pledge of Allegiance.

Chairwoman Kern asked if there were comments from the public. There were none.

Chairwoman Kern asked if there were any corrections or additions to the August 11, 2009 meeting minutes. Mr. Jim Flanary made a motion to approve the minutes as received; the motion was seconded by Mr. Fred Pack. All members voted aye.

Mr. Tom Chester and the Electoral Board Presentation was the first item on the agenda. Mr. Chester gave a very informative presentation on the electoral board, including the date the office was established, the purpose of the board and its many duties.

Chairwoman Kern asked for a motion on the agenda. Mr. Salyer stated that he had several changes in the agenda. Under Old Business, add #3 Disclosure Statement. Under New Business, add #4 Resolution. Mr. Bob Harrison made a motion to approve the agenda with the changes; the motion was seconded by Mr. Cooper. All members voted aye.

Chairwoman Kern continued to Old Business, Commonwealth Apartments. Mr. Salyer informed the board that the Authority received approval on the tax credit money for the Commonwealth Apartments in Wise. There will be a meeting at the office on September 24, 2009 with Jeff Meyer of Virginia Community Development Corporation and Jody Gibson of The Lane Group. The Authority should have access to the money by December 2009 or January 2010. The amount of the improvements will be between \$1.4 million to \$1.5 million.

Litchfield Manor Brick was the next item on the agenda. Mr. Salyer informed the board that bids on bricking Litchfield Manor were opened August 20, 2009 at 2:00 p.m. Our

chairman was present for the bid opening. Four bids were received and Chapman Construction Company was the low bidder at \$464,000 with Alternate #1 of \$54,000. The highest bid was from Ceiling & Floor Restorations, Inc. for \$746,000. Chapman has requested 320 consecutive calendar days to complete the job. They are asking for a Notice to Proceed as early as October 2009. When the contractor begins work at Litchfield Manor there will be a sign put up that states that stimulus money will be used on the project.

Mr. Johnson asked if Chapman is confident they can do the work for \$464,000. Mr. Salyer stated that Chapman felt they could do the job for this amount.

Chapman will be required to go with government wage rates. The Authority will be required to keep payroll records and perform interviews with the employees of Chapman.

There being no further discussion, Chairwoman Kern continued to Disclosure Statement. Mr. Salyer passed out samples of state disclosure forms. Mr. Gilbert feels that the board members will have to fill out a disclosure statement. He will meet with Karen Mullins, Attorney for Wise County who is currently researching the law on Disclosure Statement. This item will be put on October's agenda.

Procurement Regulations was discussed. Mr. Salyer stated that he, Jack, Kathy and Myers went to a procurement workshop in Bristol recently. The workshop was very informative and enlightened us on regulations of procuring small items such as office supplies to the larger items. The Authority is doing everything in compliance with regulations and the law.

Recent Elicit Drug Activity Arrests was discussed. Mr. Salyer stated that the Authority is working with the drug task force and local police in the area. If drug activity happens on housing authority property, the tenant or tenants are immediately evicted. If there is drug activity involving a tenant but not on Authority property we have to wait for a conviction and then they will be evicted. In the drug arrests that happened recently, two of the families live at our Litchfield Manor apartments.

Mr. Salyer went over the following resolution that the Board needs to adopt stating that the WCRHA is in compliance with rules and regulations involving the stimulus grant.

RESOLUTION NO. 2009-04

Resolution Establishing the Housing Authority's Capital Fund
American Recovery and Reinvestment Act (Stimulus) Grant
Procurement Policy

Resolved, by the Board of Commissioners of THE HOUSING AUTHORITY, that

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has awarded a Capital Fund Stimulus Grant funds to THE HOUSING AUTHORITY under the American Recovery and Reinvestment Act (ARRA).

WHEREAS, guidance in HUD Notice PIH 2009-21 (HA) provides the procurement requirements for receipt of ARRA grant funds, including but not limited to exempting Capital Fund Stimulus Grants from state and local procurement requirements and establishing a Capital Fund Stimulus Grant Procurement Policy; and

WHEREAS, in accordance with HUD Notice PIH 2009-21 (HA), THE HOUSING AUTHORITY has established a procurement policy in order to comply with HUD Notice PIH 2009-21 (HA) concerning the use of ARRA Capital Funds; and

WHEREAS, the policy is to be applicable only to procurements under ARRA Capital Fund Stimulus Grants; and

WHEREAS, the Board is authorized to approve the Capital Fund Stimulus Grant Procurement Policy; and

WHEREAS, there has been presented to the Board of Commissioners for its consideration and acceptance the Capital Fund Stimulus Grant Procurement Policy reference to which is hereby made, and the Board has examined and approved the same as to form and content.

Now, Therefore, Be It Resolved that the Board of Commissioners of THE HOUSING AUTHORITY hereby approves the Capital Fund Stimulus Grant Procurement Policy Amendment.

Chairwoman Kern asked if there were any questions or discussion from the board. Randy Carter made a motion to adopt Resolution No. 2009-04; the motion was seconded by Jim Flanary. All members voted aye.

Board Comments and Requests was the last item on the agenda. Chairwoman Kern informed the board that she overheard a lady on a walker telling about falling at her residence at John Vandiver and breaking her hip and wrist. She fell on her porch and stated that the porch was uneven.

Chairwoman Kern also requested that the thermostat at the community center be kept on 80 degrees in the summer if no one is using the center.

There was no further business to come before the Board. Mr. Johnson made a motion to adjourn.