

There was a Regular meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday, March 9, 2010 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
John Markham
James R. Johnson, Sr.
Randy Carter
Robert Harrison
James Cooper
Fred Pack

Absent:

Jim Flanary

Also present: Attorney Greg Gilbert

The meeting was opened in prayer by Mr. Pack followed by the Pledge of Allegiance led by Randy Carter.

At this time Chairwoman Kern played a CD for the board's pleasure.

Chairwoman Kern asked if there were any public comments. There were none. Mrs. Kern stated that Mr. Jim Flanary had called her and stated that he was out of the hospital and wanted to thank the board and staff for the prayers and cards.

Chairwoman Kern asked if there were any corrections or additions to the February 9, 2010 meeting minutes. Mr. Carter made a motion to approve the minutes as received; the motion was seconded by Robert Harrison. All members voted aye.

Chairwoman Kern asked for a motion to approve the agenda. Mr. Harrison made a motion to approve the agenda; the motion was seconded by Mr. Cooper. All members voted aye.

Chairwoman Kern proceeded to Old Business – John P. Vandiver Manor Utility Allowances. The board members were given a list of the electricity cost increases for the Authority properties and offices. Mr. Salyer went over the increases and stated that Vandiver Manor almost doubled in cost of electricity. The Authority now pays the utility costs of the houses. Each house is individually metered for water and electric. Mr. Salyer stated that he would like the Board's approval to have the electric bills put in the tenant's name. Mr. Howard Fleisig from Management Resource Group in Atlanta, Georgia did a study on the kilowatt usage at John Vandiver and has estimated \$102.00 a month for the utility allowance. Mr. Mooney stated that the \$102.00 utility allowance is

taken off the tenant's rent and the tenant would be responsible for paying their own utility bills. Mr. Harrison asked if a survey is done on the houses to see if they are energy efficient. Mr. Salyer stated that an energy audit is done and annually Management Resource Group does a utility allowance survey on our properties. Mr. Johnson asked if the \$102.00 utility allowance was based on the new electric rates. Mr. Salyer stated that the new rate was used. Chairwoman Kern asked if there was further discussion on the utility allowance. There were no questions. Chairwoman Kern asked for a vote on the utility change at John Vandiver Manor. Mr. Harrison made a motion to approve the \$102.00 utility allowance and the tenants paying their own utility bills; the motion was seconded by Randy Carter. All members voted aye.

Commonwealth Apartments was discussed. Mr. Salyer stated that the bid from Quesenberry's on the improvements at Commonwealth was approximately \$150,000 over the budget. There will be a meeting on Monday, March 15, 2010 with the tax credit people, Lane Group, Quesenberry's and the Authority to discuss cuts from the bid. Mr. Salyer stated that the Authority has to go with the minimum rehabilitation requirements of Virginia Housing Development Authority. They have required installation of dish washers in each unit. If this item could be deleted, it would save approximately \$8,000. Other items that could save money are: using a lower grade of shingles, shrinking sidewalks down to 3 foot instead of 5 foot, deleting some of the landscaping, reduce weight of felt paper, keeping block walls in closets, and gravel driveways instead of paving. They are also requiring the Authority to use composite deck railing instead of regular treated lumber. These are just a few ideas that Quesenberry's has passed on to the Authority. Mr. Salyer stated that he would update the Board at the April meeting of the progress of the improvements for Commonwealth.

Mr. Salyer informed the board of a letter that was received from HUD congratulating the Authority on 100% obligation on use of the stimulus money.

Chairwoman Kern continued to New Business – Public Housing Assessment System (PHAS). Mr. Salyer stated that each year the Authority has to do a management assessment of the HUD public housing properties and send the report to HUD. The PHAS report has to be presented to the board and mailed to HUD for their approval. Jack Mooney went over the report with the board. The total number of turnaround days is 1,776; total number of vacant units turned around and leased in the past fiscal year is 60; average unit turnaround days is 29.60. HUD prefers units to be turned around in 20 days.

Kathy Hylton updated the board on capital funds. The Authority has two years to obligate capital fund monies and two years to use the money. On Component #2 Kathy stated that the Authority has obligated and spent the 2007 grant within the time period. Component #5: The total amount of capital funds expended during the PHA fiscal year is \$263,489.16. The money was spent on computers and software, playground equipment for Clinchview, repairs at Appalachian Towers, blinds for Litchfield Manor, engineering fees and administrative expenses.

Jack Mooney discussed Component #4 – Quality of the Physical Work. Mr. Mooney stated that the date of last HUD on-site inspection was December 17, 2008. The number of findings related to the quality of the physical work was 37. The findings have to be taken care of within 15 days and the emergencies within a 24 hour period. Ray Call, the Authority inspector, also inspects each housing unit every year.

Jack Mooney discussed work orders. There were 52 emergency work orders for FY ending September 30, 2009. All 52 were completed within a 24 hour period. Non-emergency work orders were 579 and the total number of calendar days to complete these was 2.036. The average number of days PHA has reduced the time it takes to complete non-emergency work orders was 2.51 and average completion days was 3.52.

The annual inspection of all dwelling units included 194 units inspected by Ray Call. The total number of units inspected that did not require repairs was 171.

Chairwoman Kern asked if there were any questions on the PHAS Assessment. There was no discussion. Mr. Salyer read the following resolution #2010-01 – Resolution Approving PHAS Certification:

Whereas, at a Regular meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners, Tuesday, March 9, 2010, the Public Housing Assessment System (PHAS) Certification was presented to the Board; and

Whereas, the certification was discussed with the Board.

Now, Therefore, Be It Resolved that the Board of Commissioners of the Wise County Redevelopment and Housing Authority hereby approve the PHAS Certification signed and submitted by Monty L. Salyer, Executive Director.

Chairwoman Kern asked for a motion to approve the resolution. Mr. Johnson made a motion to approve Resolution #2010-01 approving PHAS Certification; the motion was seconded by Randy Carter. All members voted aye.

Chairwoman Kern asked if there were any board comments. There were none. There was no further business to bring before the board. Chairwoman Kern asked for a motion to adjourn. The motion to adjourn was made by Robert Harrison.

Attest

Chairwoman Kern

Minutes approved at the April 13, 2010 board meeting.