

There was a Regular meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday, April 12, 2011 at 4:30 p.m. at the John P. Vandiver Community Center in Coeburn.

Those members present were as follows:

Elsie V. Kern
Randy Carter
Robert Harrison
James Cooper
Fred Pack
Gail Luntsford

Absent

John Markham
James Johnson, Sr.

Randy Carter opened the meeting with prayer which was followed by the Pledge of Allegiance.

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

Chairwoman Kern asked if there were any corrections or additions to the March 8, 2011 meeting minutes. Randy Carter made a motion to approve the minutes as received; seconded by James Cooper. All members voted aye.

Chairwoman Kern asked for a motion to approve the agenda. Fred Pack made a motion to approve the agenda; motion seconded by Robert Harrison. All members voted aye.

Chairwoman Kern continued to Old Business – Commonwealth Relocation. Mr. Salyer stated that six tenants have been relocated from Commonwealth. The Authority has authorized \$104,000 thus far in relocation money which includes moving expenses. Recently the Authority relocated a paralytic man and his wife who found a house on Caudill Hill in Coeburn which is owned by Fig Properties.

On Wednesday, April 13, 2011, Virginia Housing Development Authority will inspect Commonwealth. On April 25th Tara Lockley will do a review of the files and the temporary moves.

Jack Mooney gave a progress report on Commonwealth Apartments. He stated that Quesenberry's is 26% complete at this time. The total contract is \$1,617,246; to date the Authority has spent \$413,197.47. Two apartments will be ready to move into by the

week of April 18th. The lease date would be May 1st and the new rent would start on this date.

Chairwoman Kern asked about the flooring. Mr. Mooney stated that they would have some hardwood flooring and some vinyl. Some of the hardwood floors will only need to be cleaned and stained.

Mr. Mooney discussed Inman Village staircase progress. The total contract price for this job is \$253,105.00; to date \$53,460.80 has been spent. The contractor, Chapman Construction, is approximately 20% complete at this time.

Chairwoman Kern proceeded to New Business – Litchfield Manor Eviction. Mr. Salyer informed the board of an eminent threat eviction at Litchfield Manor which involved a firearm being discharged. The resident lived on the 3rd floor and receives disability. The firearm discharged through the ceiling. The Authority gave the resident a notice to move within 5 days. Mr. Harrison asked about the policy on firearms. The Authority has a house rule that you cannot have guns in the apartments. There was no further discussion.

Fair Housing Training was discussed. Mr. Salyer informed the board that part of the staff went to a Fair Housing Workshop March 31, 2011 at Virginia Highlands in Abingdon. The Little 10 Housing Authorities hired Mally Mason from Richmond to conduct the workshop. Ms. Mason is also an investigator for Fair Housing complaints. The staff has to be educated in fair housing annually. We were educated on service animals during this training. A common assistance animal for the blind is a small horse. The size for a service animal does not matter, however, the resident has to follow pet rules, leash laws, shot records, license and have control of the animal. Residents are also responsible for any damages beyond normal wear and tear.

At this time, Mr. Mooney asked that Sheffield Acres Audit be inserted on the agenda under New Business. Chairwoman Kern asked for a motion. Randy Carter made a motion to insert Sheffield Acres Audit under New Business on the agenda; the motion was seconded by Fred Pack. All members voted aye.

Jack Mooney discussed the Sheffield Acres supervisory visit on March 30, 2011 by Mr. Jim Warner from Rural Development. The review went very well. Mr. Warner suggested a few minor things during the physical inspection, such as enclosing the garbage dumpsters and power washing vinyl siding. He stated that David Gibson, maintenance and Frances Addington, Manager, were doing a good job of addressing the minor physical needs of Sheffield and meeting the administrative requirements of tenant management. Review of the financial records went very well.

Resolution Approving Public Housing Budget was discussed. Kathy Hylton went over the 2010 Public Housing Budget for the Authority. Kathy explained that this budget is one of 11 budgets and is only for 193 public housing units (Litchfield Manor, Ridgeview, Monte Vista, and Appalachian Towers). HUD has not told the Authority how much

subsidy we will receive for this year. We anticipate \$600,000 in subsidy from HUD. The cash reserve requirement is 50% of line item 480 which is \$845,300. Kathy informed the board that the Authority is in good financial condition for this year. The resolution approving the budget has to be sent to HUD for their approval.

Chairwoman Kern asked for a motion on the Resolution approving the Public Housing Budget. Mr. Robert Harrison made a motion to approve the PH budget; the motion was seconded by Randy Carter. All members voted aye.

The Annual Board meeting was discussed. Chairwoman Kern stated that the Annual meeting for both boards will be at the Tavern on Main in Wise. Chairwoman Kern asked for a motion to have the annual board meeting for both boards on May 10, 2011 at 6:00 p.m. at the Tavern on Main in Wise. Mr. James Cooper made a motion to approve the annual meeting for May 10th; the motion was seconded by Randy Carter. All members voted aye.

Chairwoman Kern asked for board comments. Mr. Fred Pack asked if there were additional improvements to be made under the capital improvements program. Mr. Salyer stated that normally the Authority gets at least \$200,000 per year from HUD to do capital improvements. We have plans to repair bathrooms at Litchfield Manor, do some landscaping and signage.

Chairwoman Kern commented on the wonderful working relationship between board and staff.

There was no further discussion. Chairwoman Kern asked for a motion to adjourn. Randy Carter made the motion to adjourn; seconded by James Cooper. All members voted aye.

Attest

Chairman Elsie V. Kern