

There was a Regular monthly meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday, April 10, 2012.

Upon roll call the following members were present:

Fred Pack
Randy Carter
John Markham
Gail Luntsford
Robert Harrison
Terry Bates

Absent

James Cooper
James Johnson, Sr.

Also present: Greg Gilbert, Attorney

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

Interim Chairman Pack asked if there were any comments from the public. There were none.

Interim Chairman Pack asked if there were any corrections or additions to the March 13, 2012 meeting minutes. Randy Carter made a motion to approve the minutes as received; the motion was seconded by Robert Harrison. All members voted aye.

Interim Chairman Pack asked for a motion to approve the agenda. John Markham made the motion to approve the agenda; seconded by Randy Carter. All members voted aye.

Under Old Business, Monty Salyer gave an update report on Commonwealth Apartments in Wise. A two bedroom apartment was leased in April. We expect the completion date to be late April or early May before we can lease the other apartments. Commonwealth is approximately 86% complete. Jack Mooney stated that most of the tenants have been relocated permanently and everything is going well. The grand opening will be in the near future.

Mr. Markham asked if there are any problems with surface water on the property. Mr. Salyer stated there is one place near the new driveway. The Authority will be putting in more drains which should solve the problem.

Proceeding to New Business, Virginia Housing Development Authority Visit was the next item on the agenda. Mr. Salyer stated that once a year VHDA will send someone

down to inspect Stonebriar. Mr. Mooney said that Julia Dye from VHDA out of Wytheville came to review the files and a physical inspection was also done. Everything went well. Tax credit monitoring period is 15 years. Next year will be the last year for tax credit monitoring at Stonebriar.

Mr. Salyer stated that the Authority is participating in the downtown revitalization program. We are also talking to tax credit people about heat pumps for Stonebriar.

HVAC Contract was discussed. Mr. Salyer stated that all Authority properties have heat pumps. Some of the heat pumps are approximately 20 years old. The Authority does not have anyone on the maintenance staff that is knowledgeable enough to do maintenance on failing systems. The Authority has advertised and mailed out six packages to firms that specialize in heating, ventilation and air conditioning (HVA/C). The deadline for submitting a bid is April 27, 2012. Mr. Salyer asked the Board to allow Monty and Greg Gilbert to review the RFPs and permission to enter into a contract.

Mr. Harrison made a motion to allow Monty Salyer and associates to negotiate a contract that is within the budget; the motion was seconded by Gail Luntsford. All members voted aye.

Vehicle Purchase was discussed. Mr. Salyer informed the Board that the Authority is in the process of purchasing a new vehicle through the state-wide bid. The state is approximately \$6,000 cheaper than the local dealerships. The only vehicle at the main office is 10 years old and is not reliable to drive on training trips for the staff.

Mr. Salyer discussed the Annual meeting in May. At this meeting both boards will be attending. The main purpose of the annual meeting is to elect officers. Mr. Salyer asked the board for suggestions on where the annual meeting will be. Randy Carter suggested Tavern on Main and if we cannot get Tavern on Main a second choice is Fox House. The board members were in agreement.

Under board comments, Robert Harrison asked about the vacancy problem at Stonebriar. Mr. Salyer stated that Stonebriar has one vacancy and no one on the waiting list.

There was no further business to come before the board. A motion to adjourn was made by Randy Carter.