

There was a Regular monthly meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday, June 12, 2012 at 4:30 p.m. at the John Vandiver Community Center in Coeburn.

The following members were present:

Robert Harrison
James Johnson, Sr.
Terry Bates
John Markham
Gail Luntsford
Fred Pack

Absent

Randy Carter
James Cooper

Also present: Greg Gilbert, Attorney

Mr. Johnson opened the meeting in prayer which was followed by the Pledge of Allegiance.

Chairman Harrison asked if there were any public comments. There were none.

Chairman Harrison asked if there were any corrections or additions to the May 8, 2012 meeting minutes. James Johnson, Sr. made a motion to approve the minutes as received; Terry Bates seconded the motion. All members voted aye.

Chairman Harrison asked for a motion to approve the agenda. Mr. Salyer added the following items to the agenda. Farmer's Market will be added under new business as item #5 and item IX executive closed session will be added. Mr. John Markham made a motion to approve the agenda as amended; seconded by Gail Luntsford. All members voted aye.

Chairman Harrison continued to Old Business – Commonwealth Apartments Update. Mr. Salyer stated that Commonwealth Apartments are 99% complete. The landscaping will be done soon. All the tenants that were temporarily relocated are now back in their units. Mr. Salyer will keep the board informed of the date for the ribbon cutting ceremony. We will have an apartment open for the board to look at. Both boards will be invited to the ribbon cutting. We will ask Dawn Gilbert to cut the ribbon. Mr. Salyer stated that \$1.8 million was budgeted for Commonwealth and we have spent approximately \$1.7 million. We are within budget.

Mr. Salyer informed the board that the property behind Commonwealth that Joseph Scott is interested in purchasing will be appraised soon.

Closet door installation contract was discussed. Punch list items on the closet doors that were installed at Litchfield Manor, Ridgeview and Monte Vista will be done this week. The closet doors will be completed soon.

Chairman Harrison proceeded to New Business – Fathers Day Initiative. Mr. Salyer stated that in April Mr. Jerryl Bennett from HUD in Richmond met with the Little 10 Housing Authorities and stated that there is a national trend to try to get fathers involved in their children's lives and he wants the housing authorities to plan an event and invite residents. Norton RHA asked Wise County RHA to participate with them during the Best Friends Festival in Norton. We have a flyer going out to all of our residents. The event will be held in the Norton City Park on June 16th. There will be a DJ, pizza, bungi jumping, inflatables, prizes which include movie passes, bicycles and t-shirts. The Jeff Bush family that lives at Litchfield will participate in the event as a lead family.

Capital Improvements – 5 Year Plan was the next item on the agenda. Mr. Salyer stated that the bathrooms will be upgraded at Litchfield Manor, Ridgeview and Monte Vista under the 5 Year Plan. The architect has finished the design, plans and specs and we are advertising for prospective contractors. The bid opening date is June 26, 2012 at 10:00 a.m. The cost estimate for the bathroom upgrade is \$300,000. Kathy Hylton stated that the funds to do the bathroom improvements will be done with the 2010/2011 capital improvement funds. Mr. Salyer went over a certification that the board has to approve stating that the Authority has complied with all the rules and regulations of HUD. Chairman Harrison asked for a motion to authorize the chairman and Director to sign the certification. Gail Luntsford made the motion; seconded by Terry Bates. All members voted aye.

Chairman Harrison asked for a motion to authorize the Executive Director to sign a contract to upgrade the bathrooms. Gail Luntsford made the motion; seconded by Terry Bates. All members voted aye.

Virginia Retirement System was the next item on the agenda. Mr. Salyer stated that recent legislation passed by the Virginia General Assembly requires all employees enrolled in the Virginia Retirement System to begin paying their own 5% VRS contribution. To compensate for this self-payment, the state is requiring local governments and school divisions to provide an equal raise amount. This mandate is effective July 1, 2012. This increase is independent of the annual raise in the Fall.

Kathy Hylton presented two resolutions to the board for their approval. The first resolution requires all employees enrolled in the VRS to begin paying 5% contribution beginning July 1, 2012. The Authority must also certify that employees will receive a comparable offsetting salary increase effective July 1, 2012. Chairman Harrison asked for a motion to approve the resolution with the salary increase for the employees.

Mr. James Johnson, Sr. made the motion to approve the resolution and also to approve a 6% increase in salary for employees; the motion was seconded by Terry Bates. All members voted aye.

The second resolution from VRS certifies that the Authority pays 10.65% rate for 2012-2014 biennium or 8.45% - the alternate rate, which is the higher of the current rate certified by the VRS Board for FY 2011-2012. Kathy Hylton stated that the Authority recommended the 10.65% rate effective July 1, 2012. Chairman Harrison asked for a motion on the Resolution. Terry Bates made a motion to approve the resolution for the 10.65% employer rate effective July 1, 2012; the motion was seconded by James Johnson, Sr. All members voted aye.

Inman Village Audit was discussed. Jack Mooney stated that several different agencies monitor Inman Village (Rural Development, HUD, Virginia Housing Development Authority and Virginia Department of Housing and Community Development). We have had two audits recently by HUD and VHDA. Both audits went well. All the residents are notified of the dates of the audits. We should have the results within 30 days.

St. Paul Farmer's Market was discussed. Chairman Harrison stated that the pavilion should be completed this week. The Stonebriar residents are very involved in the Farmers Market. It is open Wednesdays from 2:00 p.m. to 5:00 p.m. and Saturdays from 8:00 a.m. to 1:00 p.m. Mr. Harrison said there may be requests to rent the pavilion on Saturdays. He said rental guidelines would be set up. He stated that a small donation may be asked from the Town. Gail Luntsford asked who would be responsible for liability. Mr. Harrison stated that the Town would be responsible. If it is agreed upon to rent the pavilion on Saturdays the person renting the area would have to sign a rental agreement and would be responsible for clean-up.

At this time Chairman Harrison asked for a motion to go into Executive Session to discuss personnel. James Johnson, Sr. made the motion to go into executive session; seconded by Gail Luntsford. All members voted aye. Mr. Fred Pack made a motion to come out of closed session; Terry Bates seconded the motion. All members voted aye. John Markham made a motion that only personnel issues were discussed; James Johnson, Sr. seconded the motion. All members voted aye.

John Markham made a motion to direct the Executive Director to hire necessary legal/consulting advisors for EEOC complaint; the motion was seconded by Gail Luntsford. All members voted aye.

There was no further business to bring before the board. Chairman Harrison asked for a motion to adjourn. The motion was made by James Johnson, Sr.; seconded by John Markham. All members voted aye.

Attest

Chairman Robert Harrison