

There was a Regular meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday, March 12, 2013 at 4:30 p.m. at the John Vandiver Community Center in Coeburn, Virginia.

Upon roll call, the following members were present:

Robert Harrison
Gail Luntsford
Fred Pack
Terry Bates
James Johnson, Sr.
James Cooper
Randy Carter

Absent

John Markham

Also Present: Attorney Greg Gilbert

James Johnson, Sr. opened the meeting with prayer which was followed by the Pledge of Allegiance.

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

Chairman Harrison asked if there were any corrections or additions to the February 12, 2013 meeting minutes. Randy Carter made a motion to approve the minutes as received; Fred Pack seconded the motion. All members voted aye.

Chairman Harrison asked for a motion to approve the agenda. James Johnson, Sr. made a motion to approve the agenda; seconded by Gail Luntsford. All members voted aye.

Chairman Harrison continued to Old Business, Bathroom Renovations. Mr. Salyer said Gibraltar is doing a great job on the bathroom renovations. Mr. Mooney said they are working well with the residents at Ridgeview. Mr. Salyer stated that he had a change order for Gibraltar to replace all plumbing fixtures, ventilation fans and electric heaters and thermostats in the existing office bathrooms at Litchfield Apartments in Coeburn. The cost of this change order is \$5,528.77. The total contract cost with the change orders is \$440,757.77.

Appalachian Towers was the next item on the agenda. Mr. Salyer discussed the serious drainage problem at the Appalachian Towers. The Towers is built into a hillside and has a retaining wall that goes down to the lowest section of the building and water is coming off the hillside. Between the retaining wall and building water has caused

holes to come in the layer of concrete and there is water under the retaining wall. Stone Mountain Health Clinic rents the right wing of the Towers and they have had water and mold issues. The Authority has retained Lane Engineering to do the preliminary work. This could cost up to \$10,000 for the preliminary work to find out what to do to correct the problem. Mr. Salyer said he wanted the board to be aware of this problem and asked for approval to proceed with the engineering agreement with the Lane Group to determine the cause of the groundwater infiltration. Chairman Harrison asked for a motion to proceed with the engineering agreement. James Johnson, Sr. made the motion; seconded by James Cooper. All members voted aye.

Stonebriar Tax Credit Application was discussed. Mr. Salyer stated that the tax credit property at Stonebriar in St. Paul consists of 24 apartments. The building is in dire need of a total renovation which would include a new roof, elevator upgrade, new kitchens, new heat pump system, new windows, etc. VCDC (Virginia Community Development Corporation) has suggested that the Authority set aside up to \$25,000 for the application cost including a market study and legal documents. The application has to be submitted by Friday, March 15, 2013. The application will be submitted to Virginia Housing Development Authority in the 2013 funding round. The Authority will be competing with other agencies for funding.

Chairman Harrison continued to Denial Policy. Mr. Salyer stated that he had attached excerpts from the housing policies regarding denials. Mr. Salyer stated that he and Greg Gilbert met and discussed rewriting the denial policy. Greg stated that the Authority may have to be more lenient in order to fill vacant apartments. He stated that a person can never be housed if he or she has manufactured meth on the property or is on the sex offender list. Greg will be doing a revised denial policy for the Authority. Mr. Salyer stated that he would send a memo to the board members and anyone that is interested in having participating in the denial policy revision will be invited to attend.

Chairman Harrison proceeded to New Business – SEMAP. Mr. Salyer stated that the Authority received a rating of “High Performer” on our Section 8 Management Assessment Program (SEMAP). Chairman Harrison read a portion of the letter from the U.S. Department of Housing and Urban Development to the board:

“Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for the WCRHA. We appreciate your time and attention to the SEMAP assessment process. SEMAP enables HUD to better manage the Section 8 tenant-based program by identifying PHA capabilities and deficiencies related to the administration of the Section 8 program. As a result, HUD will be able to provide more effective program assistance to PHAs. The Wise County Redevelopment and Housing Authority SEMAP score for the fiscal year ended 9/30/12 is 100%. Congratulations! Your overall performance rating is a “High Performer.”

Sheffield Acres Apartments/Town of Coeburn was discussed. Greg Gilbert stated that Sheffield Acres, Inc. was formed in the early 1970s. Kenneth Asbury helped form Sheffield Acres, Inc. along with the Kiwanis in Coeburn. The purpose of purchasing the

land was to build low income housing. The Town of Coeburn was given an easement for the septic system. Years later Sheffield Acres, Inc. was sold to the Wise County Redevelopment and Housing Authority. The Town of Coeburn has asked the Authority for a deed to a small portion of property near the apartments for a pumping station. Greg Gilbert will do the deed and authorization is needed from the board. Chairman Harrison asked for a motion to authorize Monty Salyer to work with the town to transfer title of the property to the town to put in a pumping station. Randy Carter made the motion to approve the transfer of the property to the Town of Coeburn to put in a pumping station; the motion was seconded by James Johnson, Sr. All members voted aye.

Chairman Harrison asked if the board had any comments. There were no comments.

Mr. Salyer stated that he and several other staff members would be in Virginia Beach for training April 9 thru April 12 and asked if the board would want to cancel the April meeting. Chairman Harrison suggested delaying the meeting for one week. The board meeting will be April 16, 2013 at 4:30 p.m. at the John Vandiver Community Center.

There was no further business to come before the board. A motion to adjourn was made by James Johnson, Sr. and seconded by Randy Carter.

Attest

Chairman