

There was a Regular meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday, August 13, 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
Randy Carter
Gail Luntsford
Eula Hughes
John Markham
Terry Bates
James Johnson, Sr.
James Cooper

Attorney Greg Gilbert was also present.

Randy Carter opened the meeting in 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 minutes of July 9, 2013. Eula Hughes made a motion to approve the minutes as received; the motion was seconded by James Cooper. All members voted aye.

Chairman Harrison asked for a motion to approve the agenda. Mr. Salyer asked that a change be made to the agenda. He added #3 under Old Business – Commonwealth and under New Business he added #2 – Capital Award. Randy Carter made a motion to approve the agenda with the changes; the motion was seconded by James Johnson, Sr. All members voted aye.

Chairman Harrison continued to Old Business – Stonebriar. Mr. Salyer stated that the revitalization improvements have begun at Stonebriar. A new tile will go on the porch; a wheelchair ramp will be constructed; an awning will be put on the back entrance of the building at the community room entrance. The architect will begin the design for renovations at Stonebriar soon. We are working with Jeff Meyer of Virginia Community Development Corporation in Richmond on these improvements. The Home Loan application for \$175,000 was not approved. The Authority will re-apply for the Home Loan funds in January 2014.

Mr. Salyer stated that the new manager for Stonebriar is Brandie Smith and the new custodian is Linda Karnes.

Chairman Harrison continued to Appalachian Towers. Mr. Salyer gave an update on the drainage problem at the Towers. He stated that Quesenberry's Construction Company have dug out the window wells. The window wells were constructed in 1981 and they were made of wood and have since deteriorated. Quesenberry's will give a detailed report as well as cost estimates by Friday, August 16th, and a recommendation to the problem. They have installed two sump pumps to take the water out of the electrical room.

Commonwealth was discussed. Mr. Salyer stated that the Authority received approval on the sale of the land at Commonwealth in Wise. The attorneys will review the paperwork and hopefully we can close on the sale of the property soon.

Chairman Harrison proceeded to New Business – John Vandiver Manor/Lease. Mr. Salyer stated that John Vandiver Manor is a project based property and is subsidized through the Section 8 voucher program. We have had some issues with this property. One problem we have had is the stackable washers and dryers which are included in each unit. We are starting to have problems with the washers and dryers. The cost to replace them is approximately \$800.00 each and the Authority would like to remove the obligation of supplying washers and dryers to new leaseings or at renewals. Mr. Salyer went over this with Greg Gilbert and he stated that the Authority would need to amend the lease agreement to reflect that the Authority would not be responsible for replacing or repairing the washers and dryers. The tenants can use them but it will be their responsibility to keep them up. Mr. Salyer said he would get Greg Gilbert to assist in the wording of the lease agreement. Chairman Harrison asked for a motion to remove the washers and dryers from the lease agreement at new leaseings and renewals. Randy Carter made a motion to approve amending the lease agreement to remove the washers and dryers and list as "USE"; motion seconded by James Johnson, Sr. Roll call vote: Robert Harrison – yes; Randy Carter – yes; Gail Luntsford – yes; Eula Hughes – yes; John Markham – No; Terry Bates – yes; James Johnson, Sr. – yes; James Cooper – yes. The motion carried.

Mr. Gilbert stated that the tenants would need to be given a 60 or 90 day notice at the time of renewals.

Mr. Salyer stated that the Authority received \$228,249.00 from HUD for Fiscal Year 2013 under the Capital Fund award. Kathy Hylton said the Authority has two years to obligate the money and another year to spend it.

Mr. Salyer informed the Board that Rosemary Bowman will be retiring effective October 1, 2013. Rosemary has been with the Authority for almost 40 years. Loretta Evans will be replacing Rosemary as executive secretary. The Authority has begun advertising for a receptionist. Applications will be accepted until August 27, 2013. The full time position will pay approximately \$23,000 and has full benefits.

Ray Call has been with the Authority for 34 years and is retiring from his position as a full time voucher inspector. He has given his notice to retire from his position effective October 1, 2013. Myers Fox, Maintenance Supervisor, will be doing the inspections three days a week and will be responsible for procurement. The Authority does not have a need for a full time inspector. Mr. Fox will be required to take some training for the housing voucher inspection position. The managers will coordinate with the maintenance staff regarding work orders and vacancies.

Chairman Harrison asked if there were any comments from the board. Randy Carter asked about the evictions at Sheffield Acres. Mr. Salyer stated that he had evicted three people from the property today. Several non-residents have been barred from the property.

Mr. Markham asked about the gang activity. Mr. Salyer stated that Teresa Meade from the Wise County Sheriff's Department stated that a gang called "crips" were in the area. The Sheriff's Department are keeping a close watch at the Sheffield Acres property.

Mr. Markham thanked the board and staff for the get-well card.

There was no further business to come before the board. Chairman Harrison asked for a motion to adjourn. Mr. Cooper made the motion to adjourn; seconded by Gail Luntsford. All members voted aye.

Attest

Chairman Robert Harrison