

There was an Annual meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday September 8, 2015 at 4:30 p.m. at the John Vandiver Community Center in Coeburn, Virginia.

Upon roll call, the following members were present:

Robert Harrison  
Terry Bates  
Eula Hughes  
Gail Luntsford

Absent: Randy Carter  
James Cooper  
John Markham  
Karon Johnson

Attorney Greg Gilbert was also present.

Monty Salyer opened the meeting with prayer, which was followed by the Pledge of Allegiance.

Chairman Harrison asked if there was any public comment. Mr. Monty Salyer said he would like to take this moment to introduce the new Finance Director, Mr. Zachary Bowen. He will be taking over when Kathy Hylton retires October 30, 2015.

Chairman Harrison asked if there were any corrections or additions to the minutes of July 14, 2015. Gail Luntsford made a motion to approve the minutes as received; the motion was seconded by Terry Bates. All members voted aye.

Chairman Harrison asked if there were any changes or additions to the agenda. Mr. Salyer said he had a change to make, under New Business, remove item 3 HCV Administrative Plan Policy Change and add Payment Standards to the agenda. Eula Hughes made a motion to approve the agenda with the changes. Terry Bates seconded, all members voted aye.

Mr. Salyer wanted to bring to the Boards attention that in the future if there are no action items that need to be voted on, he would like to cancel the meeting for that month. There was no objection to Mr. Salyer cancelling future meetings.

Chairman Harrison continued on to Old Business; Appalachia Property Transfer. Mr. Salyer said that he had signed the papers for the transfer of property in Appalachia, giving the property to the town of Appalachia.

Mr. Salyer continued on to update on the Stonebriar renovations. The project is 90% finished and there are a few more renovations that we will be completing. Mr. Salyer received a message from

Richmond that they would like the porch returned to its original look, with black wrought iron railing.

Mr. Salyer went to the next item on the agenda; Finance Director Responsibilities. In the previous meeting a motion was passed to allow the Finance Director to be signator on all financial accounts. Mr. Salyer said that the Finance Director also needed to be the signator on all financial documents so he will be able to sign all financial reports. Eula Hughes made a motion to allow the Finance Director to be the signator on all financial documents and reports for the Wise County Redevelopment and Housing Authority. A second was made by Gail Luntsford; all members voted aye.

Chairman Harrison continued on to New Business; 2015/2016 Utility Allowance. Mr. Salyer informed the board that Wise County Housing has an engineer that comes in once a year and does the new utility allowances. The new allowances will go into effect October 1, 2015. Terry Bates made a motion to approve the New Utility Allowances for October 1, 2015 for all but Inman Village Apartments; seconded by Gail Luntsford. All member voted aye. Another motion was made by Eula Hughes to approve the Utility Allowances for Inman Village Apartments effective April 1, 2016. A second was made by Gail Luntsford; all members voted aye.

Mr. Salyer moved on to the Monte Vista Meter Repair. Mr. Salyer presents pictures of the repairs made to the Clinchview Apartment water meter bases. The water department in St. Paul was very pleased with the way the bases were fixed with use of plastic barrels cut in half. The meter bases were in need of being fixed at Monte Vista for the same reason. Mr. Salyer said he told the guys doing the repairs to do the same repairs at the Monte Vista apartments. The men from the Big Stone Gap water department came to Monte Vista during the repairs and said they would not approve the repair being done that way. Big Stone Gap water department called Lane Engineering and told them they did not like the way the repairs were being made. Mr. Salyer told them if they would buy all the materials, he would supply the labor and do the repairs the way they wanted it done.

Mr. Salyer continued on to the next item on the agenda; Payment Standards. Mr. Salyer turned the floor over to Finance Director, Kathy Hylton. Kathy explained the new proposed payment standards, based on the new Fair Market Rents for October 1, 2015. The one bedroom stayed the same, the two and three bedroom increased by \$7.00 and the four bedroom decreased by \$79.00. Terry Bates made a motion to approve the new payment standard effective October 1, 2015. A second was made by Gail Luntsford; all members voted aye.

Mr. Salyer continued on to the next item; Riverview Property. Mr. Salyer said that Wise County Housing still owns one house that is located in the Riverview section of Coeburn. Mr. Salyer said he has met with the tenant and explained that we would be selling the house. The property will be appraised and sold for the minimum assessed value.

The next item on the agenda is the HUD REAC. On September 25, 2015 an inspector will be coming to all the HUD properties. They will be picking apartments at random and going into check the units. They will look over the entire property and it may be a couple months before we get the score back.

Mr. Salyer wanted to let the board know that he has hired a new maintenance man for the Coeburn and Wise properties. He also said the janitor that was working at the Appalachian Towers called and said she was quitting. Mr. Salyer said he is going over applications and may hire a current tenant that is interested in the job.

Mr. Salyer told the board that he wanted to let them know of an issue that occurred at the Stonebriar Apartments in St. Paul. This tenant was screened and housed at the Clinchview Apartments and then she later moved to an apartment at Stonebriar. She had lived at Stonebriar Apartments for 3 months when Mr. Salyer received a call from the Chief of Police in St. Paul that he was removing her from her apartment. An altercation had taken place at Food City and the tenant got on Facebook and made reference to a shooting that had taken place in Roanoke the day before. The police took this very serious and the tenant was taken into custody. Mr. Salyer said the advice he received from Lawyer Greg Gilbert was to do an imminent threat eviction. She will have an eviction notice posted on the door of the apartment when she is released. Mr. Salyer said he just wanted to let the board be aware of what had taken place.

Chairman Harrison asked for a motion to adjourn. Eula Hughes made a motion to adjourn; seconded by Gail Luntsford. All members voted aye.

---

Attest

---

Chairman Robert Harrison