

There was a Regular meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday April 12, 2016 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  
Helen Markham  
Karon Johnson

Absent: Randy Carter  
James Cooper

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. There was none.

Chairman Harrison asked if there were any corrections or additions to the minutes of March 8, 2016. Eula Hughes 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 had one addition to make to the agenda, under New Business; Roger Dale claim. Gail Luntsford made a motion to approve the agenda with the addition; a second was made by Terry Bates. All members voted aye.

Chairman Harrison continued on to the first item on the agenda, Gun Policy. Mr. Salyer said he has come up with a gun policy for employees and he sent this to Attorney Greg Gilbert to review and make sure it complies with Virginia State Law. This gun policy will be added to the Wise County Redevelopment and Housing Authority Personnel Policy. Each employee will be required to sign a statement that they have read the change in policy. Chairman Harrison asked for a motion to approve the amended personnel policy under 4.25 Workplace Violence, 3<sup>rd</sup> paragraph as amended. Eula Hughes made a motion to approve the change in the personnel policy, Helen Markham seconded the motion. All members voted aye.

Chairman Harrison continued on to New Business, Riverview Property Sale. Mr. Salyer said that WCRHA owns a house that is located in the Riverview community in Coeburn. This house is part of a previous program that WCRHA participated in. This is the last house in this program and it is now vacant. Mr. Salyer said that he will be getting the property appraised and put the

house up for sale. Karon Johnson made a motion to sale the property located in the Riverview section of Coeburn. A second was made by Terry Bates and all members voted aye.

Chairman Harrison continued on to the next item, By-Law Revisions. Mr. Salyer said that he had Attorney Greg Gilbert review the by-laws and it will be easy to change date and time of the WCRHA's Board meetings. Mr. Salyer read from the By-Laws; Amendments to By-Laws. The by-laws of the Authority shall be amended only with the approval of at least four of the commissioners of the authority at a regular or a special meeting, but no such amendment shall be adopted unless at least ten days written notice thereof has been previously given to all of the commissioners of the Authority. Mr. Salyer stated that the board also needs to decide on the date of the annual meeting. Chairman Harrison suggested that the annual meeting be moved to the month of April and all members said that would be fine. Everyone agreed that the annual meeting should also be on the 2<sup>nd</sup> Tuesday of the month. Eula Hughes made a motion to amend the By-Laws to have a Board Meeting every other month and to make April the month of the Annual Meeting. A second was made by Karon Johnson and all members voted aye.

Chairman Harrison proceeded on to the last item on the agenda, Roger Dale. Mr. Salyer said he just wanted to inform the board that Mr. Roger Dale, who lives at John Vandiver Manor, decided to go outside on February 24, 2015 and fell. On this day there was so much snow the Governor of Virginia declared a state of emergency and all WCRHA offices were closed. Mr. Salyer said he was the only person who came into the office and he was trying to find people to clear all the snow. Mr. Dale has a lawyer and they have sent a letter requesting the claim be sent to WCRHA insurance.

Chairman Harrison asked if there was any other comments. There were none.

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