

There was a Regular meeting of the Wise County Redevelopment and Housing Authority Board of Commissioners on Tuesday August 14, 2018 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
Randy Carter
Eula Hughes
Gail Luntsford
Helen Markham

Absent: Karon Johnson
Darinda Hood

Attorney Greg Gilbert was also present.

Randy Carter 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 for a motion to approve the minutes from the June 12, 2018 meeting. Helen Markham made a motion to approve the minutes as presented; seconded by Eula Hughes. All members voted aye.

Chairman Harrison asked if there were any changes to the agenda. Mr. Monty Salyer said he had one addition to the agenda. Under New Business add Big Stone Gap Housing Authority. Randy Carter made a motion to approve the agenda as amended. Gail Luntsford seconded the motion. All members voted aye.

At this time Mr. Salyer asked for a recess of the Board of Commissioners meeting in order to have a meeting with the Tax Credit Board. Chairman Harrison made a motion to recess the Board of Commissioners meeting; seconded by Helen Markham. All members voted aye.

Chairman Harrison asked for a motion to reopen the Wise County Redevelopment and Housing Authority Board of Commissioners meeting. Eula Hughes made a motion to continue the meeting; Helen Markham seconded the motion. All members voted aye.

The first item in Old Business is the Financial Report. Financial Director Zachary Bowen said if anyone had any questions on the financial report. There was some discussion on some checks as to what the nature of their business was to the housing authority. Mr. Bowen explained if a check was for supplies or services. He also informed them due the date of the board meetings, these reports will be for the previous month. After some discussion Chairman Harrison continued on to the next item on agenda.

The next item HCV Administrative Plan. Mr. Salyer informed the board that while reviewing the Administrative Plan for the voucher program, the jurisdictions for Wise County had not been included in the policy. Mr. Salyer said he would need permission from the board to expand in the Administrative Plan of the Housing Choice Voucher, to state that the jurisdiction of Wise County is the Corporate limits of Wise County with the exception of the corporate limits of the town of Big Stone Gap and the city limits of Norton. Mr. Salyer said he would need a motion to expand the jurisdiction of Wise County in the Housing Choice Voucher Administrative Plan. Randy Carter made a motion; seconded by Gail Luntsford. All members voted aye.

The next item in New Business is VACORP Resolution. Zachary Bowen informed the board that our former workers comp insurance company filed for bankruptcy and we would need to get quotes from other companies. VACORP presented a quote that was cheaper than what we were paying and they are used by several state organizations. WCRHA decided to use the VACORP Insurance for the workers comp insurance. VACORP just recently sent an email that they would need a resolution stating that the board had approved VACORP for workers comp insurance. Eula Hughes made a motion to retro approve the Corporate Resolution to accept VACORP as our Workers Comp Ins agent as of December 27, 2017. Randy Carter seconded the motion. All members voted aye.

Utility Allowance Fiscal Year 2018/2019 is the next item. Mr. Salyer explained that every year WCRHA does a utility allowance survey and we have an independent consultant engineer, Howard Fleisig, that comes in from Atlanta to do this survey. Mr. Fleisig has to provide the allowances for the computations for the residents and these have to be reviewed annually. We have received the utility allowance amounts for each of the 11 properties from Management Resources. Mr. Salyer said he would need a motion to accept the utility allowances for 2018-2019. Gail Luntsford made a motion to accept the utility allowances; seconded by Terry Bates. All members voted aye.

The next item on the agenda is Salary Adjustments. Mr. Salyer said that it has been 3 years since the last salary increase. Mr. Zachary Bowen, Finance Director has looked at the financial state of the agency and he has come up with a possible 2% increase in wages. Mr. Salyer said that would be 2% across the board raise for each employee. Randy Carter made a motion to approve the 2% raise. Terry Bates seconded the motion. All member voted aye.

Mr. Harrison continued on to the next item, acceptance of Darinda Hood Resignation. Mr. Salyer said that he had received a letter containing her resignation. The board would need to accept her resignation and then notify the Wise County Board of Supervisors. Eula Hughes made a motion to accept the resignation of Darinda Hood. Gail Luntsford seconded the motion. All members voted aye.

The next item is Big Stone Gap Housing Authority. Mr. Salyer wanted to inform the board that he had received an email from Big Stone Gap Housing Authority concerning our rent comparability study. WCRHA has paid an independent contractor Management Resources to come in and prepares a book that determines reasonable rents. Big Stone Gap Housing has asked in the email if they could contract with WCRHA to utilize our study. Mr. Salyer said he had spoken with Mr. Greg Gilbert about the legalities of this action. The study that was done for

Wise Count Housing is copyrighted and cannot be shared. After much discussion, Mr. Salyer said he would let Big Stone Gap Housing know about the concerns the board discussed and he would speak with Mr. Howard Fleisig of Management Resources.

Chairman Harrison asked if there were any comments from the board. Gail Luntsford said she just wanted to personally thank Monty for his letter to the Treasurer's Association of Virginia. Mr. Salyer said that he and Jack Mooney went back through dates and times when writing the letter and the award was well deserved. Gail was presented with the 2018 Community Service Award for the State of Virginia, given by the Treasurer's Association of Virginia.

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