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Board of Directors Minutes December 1, 2009 Meeting

Russell Deering, Vice Chair of the CAEZ Board of Directors, called the meeting to order at 6:35 p.m. A quorum was established.

Board Members Present: Russell Deering, Linda Rhodes, Mike Pierson, Earl Elliott, Ken Eskew, Joe Hoffman, Earl McCune, Birl O'Dell, and Doyle Tawney.

Board Members Absent: Michael Martin, David Boothe, Mike Chapman, Larry Dent, John Gibson, Malcolm Parker, Janine Potasnik, and Peter Silitch.

Approval of the November 3, 2009 Meeting Minutes: Ken Eskew made a motion to approve the November 3, 2009 meeting minutes, seconded by Doyle Tawney. **Motion carried.**

Treasurer's Report: Birl O'Dell made a motion to approve the November 2009 treasurer's report as presented, seconded by Ken Eskew. **Motion carried.**

The Home Repair RLF account and the New Home Construction account are savings accounts. It was suggested that these monies be placed in a checking's account because these funds are being used more frequently. Birl O'Dell made a motion to transfer the Home Repair RLF and a New Home Construction Savings account to checking's accounts, seconded by Ken Eskew. **Motion carried.**

Housing Committee: The Committee did not meet this month. Three loans were closed last month.

Housing Update: Tammie, Connie, and Michelle have attended trainings for Loss Mitigation counseling and software training (Calyx) to comply with the CHDO regulations. CAEZ as the organization has to be a Mortgage Broker and the ones that will be originating loans will have to acquire their lenders license. The CAEZ staff has completed S.A.F.E. Mortgage Loan Originator training and will have to pass a national test to become certified before January 31, 2010.

CAEZ closed on the property at Spencer for the CHDO project. Construction should start soon on this project. There is some property in Clay at Pumpkin Ridge that CAEZ is looking at for the CHDO project.

Christine Hedges with Roane Rural Housing contacted Connie concerning their CHDO project. They would like for CAEZ to take over their project. There is property and funds available. The West Virginia Housing Development Fund is in agreement with this venture. The Economic Development Committee approved to recommend to the Board that CAEZ take over the Roane Rural Housing CHDO project. Linda Rhodes made a motion upon the recommendation of the Economic Development Committee that CAEZ take over the Roane Rural Housing CHDO project, seconded by Doyle Tawney. **Motion carried.**

Connie spoke with Bob Cary from WV Housing Development Fund and he stated that the paperwork should be completed by the end of the week concerning the property in Clay.

Economic Development Committee: The Committee did meet this evening.

Braxton County: Concerning the old PJ's Berry's Clothing Store building, Connie checked to see if Transportation Enhancement funds could be used and they can not. Connie has spoken with Mike Gioulis, a Historical Architect, who will give an estimate on the cost to repair the building and an estimate on the renovations. The roof is in good shape, some facade work will have to be completed and some renovations to the downstairs to include a kitchen. There is a business that is interested in the building. Connie will check with USDA to see if there are funds available for purchase. She will also ask the tenant if they would be interested in purchasing the building if CAEZ can get the funds from USDA.

Clay County: Connie did write a letter and met with the BC&G Railroad Cooperative Board concerning the termination of the agreement between CAEZ and BC&G Railroad Cooperative. A new agreement will be drawn up and reviewed.

Connie passed out a flyer concerning the FOCUS Grant for \$5,000.00. This grant can be used to identify Brownsfield sites, such as gas stations, underground storage tanks, etc. Each county can apply for these funds. If you are approved for the first FOCUS grant you can apply for an extra \$12,000.00 in September to further your project. The Economic Development Committee approved to recommend to the Board that letters of support be written for CAEZ and the Clay County Business Development Authority. Mike Pierson made a motion upon the recommendation of the Economic Development Committee to authorize Connie to write a letter of support for CAEZ and the Clay County Business Development Authority for the FOCUS Grant, seconded by Linda Rhodes. **Motion carried.**

Connie spoke with Mary Elizabeth Eckerson with Shelley Moore Capito's office and she stated that CAEZ should be receiving the packet for the \$190,000.00 for the CONSOL project. These funds will pass through the Clay County Commission.

The Valley Fork Day Care project is coming along well. Connie invited the Board to stop at the college to see what has been completed.

Fayette County: Concerning the NSP Grant, Connie received a call stating that the grant needed to be revised to \$500,000.00. This paperwork has been completed and submitted.

At the last meeting it was approved not to sell any acreage at the Mt. Hope Industrial Park. CAEZ has a prospective tenant but they will not wait three years until CAEZ can construct a building. It was suggested that one to two acres be sold to the company and they could build their building and CAEZ could look for funding to construct another building on the last acreage. This company could employ up to 100 people. The Economic Development Committee approved to recommend to the Board that acreage be sold at the Mt. Hope Industrial Park. Ken Eskew made a motion upon the recommendation of the Economic Development Committee that one to two acres be sold at the Mt. Hope Industrial Park and the Board Chair negotiates the price per acre, seconded by Doyle Tawney. **Motion carried.**

Nicholas County: Concerning the water project, Russell stated that Tuesday, December 8, the PSD Board will approve a resolution to bid the job for Phase I. Then at the January PSD meeting, the bids will be opened. On Phase II, the engineer is completing their report. They are waiting on RUSDA for the Phase III project.

The Industrial Park at Summersville has one tenant with a building under construction and two prospective tenants.

Roane County: Mustang Survival is doing well. There will be a Gino's going in near the Wal-Mart in Spencer.

Loan Committee: Letters will be written to the applicants that are past due. One loan was paid this month and is looking to apply for another loan with CAEZ.

Other: Then engineering firm at the campground for the sewer system. The original agreement was for \$9,000.00. They have completed extra work on the project such as additional surveying, working with the State and local Health Departments on the perk tests, has written several plans for different systems. They have asked for an additional payment of \$5,000.00. The funding is through USDA. It was suggested to ask USDA if there were any conflicts in this additional payment, if not, then pay the additional cost. Linda Rhodes made a motion if USDA approves this expenditure then the \$5,000.00 for additional work be paid for, half now and when the project is completed expend the remaining, seconded by Joe Hoffman. **Motion carried.**

New Business: None.

Birl O'Dell made a motion to adjourn at 7:36 p.m., seconded by Ken Eskew. **Motion carried.**

Next Board Meeting: Tuesday, January 5, 2009, at 6:00 p.m. at the CAEZ Office.

Michael Martin, Malcolm Parker, and John Gibson called to say they would not be attending the Board meeting this evening.

Monthly Activity Report for December 2009

December 1, 2009 – Economic Development Committee Meeting

Christmas Dinner

Board Meeting

December 2, 2009 – Worked on Board Packets

December 3, 2009 – Worked on Board Packets

Administration

December 4, 2009 – Administration

December 6 - 11, 2009 – Washington, DC – Homeownership Counseling

Certification Training - CHDO

December 14, 2009 – Worked at Valley Fork (septic)

Administration

December 15, 2009 – Worked at Valley Fork (septic)

December 16, 2009 – Worked at Valley Fork (alarm system)

BC&G Railroad Cooperative meeting

Met with Mike Pierson and Mike Boggs

December 17, 2009 – Worked on FOCUS Grant

December 18, 2009 – Met with Gwen Hagaman, website

December 21, 2009 – Meeting on the possibility of closing Fola Coal, Governor Manchin, Congressman Rahall, Congresswoman Capito, employees of Foal Coal and County Commissioners from Clay and Nicholas

December 22, 2009 – NSP Meeting

December 23, 2009 – Administration

December 24 and 25, 2009 – HOLIDAY – Merry Christmas

December 28, 2009 – Administration
Staff Meeting

December 29, 2009 – Worked on Board Packets

December 30, 2009 – Worked on Board Packets

December 31, 2009 – HOLIDAY – Happy New Year