

**CAEZ Board of Directors
Meeting Minutes
October 5, 2010**

Michael Martin, Chair of the CAEZ Board of Directors, called the meeting to order at 6:13 p.m. A quorum was established.

Board Members Present: Michael Martin, Russell Deering, Linda Rhodes, Micki Boggs, Earl Elliott, Anthony Hofstad, Birl O'Dell, Peter Silitch, and Doyle Tawney.

Board Members Absent: Earl McCune, David Boothe, Irene Cantrell, Mike Chapman, Ken Eskew, John Gibson, Joe Hoffman, Bob Mullins, and Mike Pierson,.

Approval of the September 7, 2010 Meeting Minutes: Peter Silitch made a motion to approve the September 7, 2010 meeting minutes, seconded by Doyle Tawney. **Motion carried.**

Approval of the September 7, 2010 Annual Meeting Minutes: Peter Silitch made a motion to approve the September 7, 2010 Annual Meeting minutes for presentation at the next general meeting, seconded by Doyle Tawney. **Motion carried.**

Treasurer's Report: Earl Elliott made a motion to approve the September 2010 treasurer's report as presented, seconded by Russell Deering. **Motion carried.**

Elizabeth Sampson, Chair of the CAEZ Finance Committee, stated that the committee needs to meet this month to review the finances of the organization. Elizabeth will work with CAEZ staff to schedule a meeting this month.

Cayla Black, member of the National Junior Honor Society and Student Council for the Clay County Middle School, addressed the Board and asked for a donation. The funds donated will be used to buy goods for their Basket Bingo on October 25th and for the class trip at the end of the year to Cedar Point. Anthony Hofstad made a motion to donate \$25.00 to the Clay County Middle School National Junior Honor Society and Student Council, seconded by Earl Elliott. **Motion carried.**

Housing Report: The Housing Committee did not meet this month. The loan status was reviewed. CAEZ needs to find funding for the Home Repair fund.

CHDO Update: Concerning the CHDO home in Spencer, inspectors have changed at the WV Housing Development Fund and the construction is on hold at the moment. When this situation is cleared up, construction will begin again. David Boothe has concerns with the Spencer property. It was suggested that Connie will contact Mr. Boothe when the inspectors come to the site to address his issues with construction. He also would like to have a copy of the specifications for the home. CAEZ also has property in Clay for two home sites. CAEZ received the clearance from SHPO on the potential site in Nicholas County.

NSP Update: Concerning the NSP Project, CAEZ now owns three properties, one in Ansted, one in Hilltop, and one in Mt. Hope. There will be one new construction, one renovation, and one total demolition and new construction. Bids have been accepted, a contractor has been hired, and as soon as a preconstruction meeting can be scheduled, construction will begin.

Economic Development Committee: The Committee did meet this evening.

Braxton County: Connie did receive the Notice to Proceed on the Scenic Byways project. WVU students will be completing the Corridor Management Plan but will need to get permission to complete the plan because the

cost of completion will be less than agreed upon. The project will go from Clendenin to Braxton County. All three county commissions' have signed and passed resolutions in support of this project.

Amanda Moore, Economic Development Coordinator, is working with Ed Hamrick who is interested in constructing a water trail. He will be working with WVU students. This is a new designation through the State Rail Committee.

Clay County: Each party involved is still working out the details concerning the Clay Nicholas Highway. The Department of Highways continues to want the bridge constructed below Hartland Bridge. The new bridge is in the development stage but should be put out to bid in spring 2011 and the bridge should be completely finished in 2012.

Concerning the Elkhurst Swinging Bridge, there are several different avenues established to save the bridge as a walking trail. Connie has been asked to get in touch with the engineers that looked at the bridge before through the Community Design Team.

The college at Valley Fork was broken in to several months ago. CAEZ received a quote from Camel Technologies regarding the monthly charge of \$79.34 for the system. The Economic Development Committee approved to recommend to the CAEZ Board that an annual fee be paid in the amount of \$317.36 for the security monitoring. Russell Deering made a motion to enter into contract with Camel Technologies for the security system at Valley Fork for \$317.36 per year, seconded by Peter Silitch. **Motion carried.**

The food service and daycare permit was given to CAEZ today for the daycare. Patch 21 moved in some of its equipment today to the daycare. Big Otter Elementary may cater meals to the facility.

The Clay County Commission has received the paperwork for the \$190,000.00 Senator Byrd grant for the interior of the JG Bradley Lodge. John Brown, a certified electrician that is employed by the Clay County School System, has asked that his second year students be allowed to get hands on experience by helping with the electrical wiring at the lodge.

Concerning the sewer system at the JG Bradley Campground, Connie plans to schedule a meeting with the State Health Department, the Clay County Health Department, the Department of Environmental Protection, and Environmental Protection Agency to give a definite answer on what system can be installed at the campground.

The Committee visited the old Headstart building in Clay several months back. An architect and engineer came and looked at the buildings and suggested that CAEZ put apartments in each building. It was suggested that Connie look for funding for purchase and renovation before committing to a purchase price. WV Housing Development Fund and Department of Housing and Urban Development have funding available to construct apartments. Another suggestion is that one building could be used for office space and the other for apartments.

Fayette County: Mt. Hope has received notice of an additional \$8.6 million in funding for the Dunlop Creek buyout. This funding will be used to level and clear approximately 180 home sites. The properties will be deeded to the City of Mt. Hope. The city cannot build permanent structures on the sites but they will look in to the possibility of RV and camping sites.

The City of Mt. Hope is completing an additional \$500,000.00 in sidewalk work. Two contracts have been completed this summer, new sidewalks and pedestrian lighting. All electric lines are being buried. When these projects are completed, it will be through the downtown business district in Mt. Hope. CAEZ has approximately 60 acres at the Mt. Hope Industrial Park. Michael will look in to the possibility of constructing a wind farm on the property. There is Brownsfields funding available for a project of this sort.

Nicholas County: Rock has been hit on Phase I of the water project. On Phase II, they are waiting on the approval from the Public Service Commission on Rule 42. On Phase III, the Letter of Conditions will be signed Tuesday.

A new coal mine is going in at Enon. A new tipple will be constructed. They will receive their water services from the Gauley River PSD. The railroad tracks have been upgraded for this purpose.

CAEZ has received SHPO clearance on CHDO property in Craigs ville.

Roane County: CAEZ acquired four lots in Spencer on Summit Street. Two additional homes will be constructed at that site. There is funding that goes with this transfer. The Economic Development Committee voted to recommend to the CAEZ Board that a checkings account be opened for this project. Peter Silitch made a motion upon the recommendation of the Economic Development Committee to open a checkings account for the Summit Street property, seconded by Doyle Tawney. **Motion carried.**

Mustang Survival is advertising for employment.

Loan Committee: The Loan Committee did meet this evening. The Micro Loan Guidelines were reviewed by the committee. The Committee approved to recommend to the CAEZ Board the four modifications and one addition be inserted in the guidelines. The modifications and addition are as follows: Guideline 3 – change maximum loan amount of \$250,000.00, Guideline 4 – repayment terms changed to ten years, Guideline 14 – UCC's will also be filed with the West Virginia Secretary of State's Office, Guideline 21 – A \$5.00 late fee will be charged based on each notice mailed to secure payment, ie: 3 notices = \$15.00, and Guideline addition 27 - All past due accounts will be reported to the credit bureau which may severely affect your credit rating. Peter Silitch made a motion upon the recommendation of the Loan Committee to accept the guideline changes/additions as stated above, seconded by Linda Rhodes. **Motion carried.**

The loan status was reviewed. The Loan Committee voted to recommend to the CAEZ Board that each loan that is in default, a Right to Cure letter is to be written and mailed to each applicant stating legal action will be taken if the accounts are not made current. Peter Silitch made a motion upon the recommendation of the Loan Committee that a Right to Cure letter be written and mailed to each applicant stating legal action will be taken if the accounts are not made current, seconded by Doyle Tawney. **Motion carried.**

New Business: The next CAEZ Board meeting falls on Election Day. Russell Deering made a motion to reschedule the November meetings for Monday, November 1, 2010, seconded by Peter Silitch. **Motion carried.**

Birl O'Dell moved to adjourn at 7:32 p.m.

Monthly Activity Report for October 2010

October 1, 2010 – NSP Conference Call

October 4, 2010 – Met with Micro Loan Applicant

October 5, 2010 – Economic Development Meeting/Loan Committee/Board Meeting

October 6, 2010 – Worked on Administration/CHDO
Worked on NSP Drawdown

October 7 and 8, 2010 – Elkhurst Swinging Bridge meeting
Worked on NSP Drawdown

October 11, 2010 – HOLIDAY

October 12, 2010 – Worked on NSP Drawdown

October 13, 2010 – Met with Joe Richards, CRA
County Commission Meeting/CRA
Met with Chuck Thomas/CHDO

October 14, and 15, 2010 – CounselorMax Training in Charleston (October 14th)
CommunityWorks in WV Annual Conference
Worked on Board Packets/Administration/CHDO/NSP

October 18, 2010 – NSP Preconstruction Meeting

October 19 and 20, 2010 – Worked on Administration

October 21, 2010 – Worked on Administration
Meeting with DEP – Charleston

October 22, 2010 – Worked on Administration/Board Packets
Meeting with Amanda Moore, Clay County Economic Development Coordinator

October 25, 26, and 27, 2010 – Studied for NMLS test

October 28, 2010 – Took NMLS test

October 29, 2010 – Worked on Administration