

SCRHA Board of Commissioners

August 26, 2021
5:30 PM

Scott County Community Office
190 Beech Street
Gate City, Virginia

MINUTES

Vice-Chairman, Phillip Owens called the meeting to order at 5:30 P.M. on August 26, 2021, at the Scott County Community Office, 190 Beech Street, Gate City, Virginia.

Present *Michael Kinkead*
 Phillip Owens
 Carlene Cross

Absent Randall Compton, Joe Horton

Others Sue Smith, Sally Kegley

Approval of Minutes

Michael Kinkead, made a motion, seconded by Carlene Cross, to approve the minutes of the July 22, 2021 meeting.

Voting Aye: All Members Present

Voting Nay: None

New Business

A. Approval of payment of Bills for August 2021.

Michael Kinkead, made a motion, seconded by Carlene Cross, to approve the payment of bills for August 2021.

Voting Aye: All Members Present

Voting Nay: None

B. Public Housing Financial Report

Sue Smith, Executive Director gave the board an update on all banking accounts.

C. Public Housing Report

Sue Smith gave the board an update on the Public Housing and the Housing Choice Voucher Program.

D. Approval for the L G Lane Group as the architect for the agency by using a piggy back contract.

Michael Kinkead made the motion, seconded by Carlene Cross, to approve L G Lane Group as the architect for the Agency by using a piggy back contract.

Voting Aye: All Members Present

Voting Nay: None

E. Approval of the agency's 2021 budget revision and approval of the 2022 budget.

Michael Kinkead made the motion, seconded by Carlene Cross to approve the agency's 2021 budget revision and approval of the 2022 budget.

Voting Aye: All member Present

Voting Nay: None

F. Approval of an employee one-time payment for all employees that have been employed one full year to be paid in the amount of \$1,000.00 when the November 2021 payroll is processed. Employees that have been employed less than a year the one-time payment will be prorated for the months worked.

Michael Kinkead made the motion, seconded by Carlene Cross to approve the employee one-time payment for all employees that have been employed one full year paid in the amount of \$1,000.00 when the November 2021 payroll is processed. Employees that have been employed less than a year the one-time payment will be prorated for the months they have worked.

Voting Aye: All members Present

Voting Nay: None

G. Approval for the revised utility allowance estimates as prepared by Management Resource Group, Inc. to be effective 12/01/2021.

Michael Kinkead made the motion, seconded by Carlene Cross to approve the revised utility allowance estimates as prepared by Management Resource Group, Inc. to be effective 12/01/2021.

Voting Aye: All members Present

Voting Nay: None

Open Discussion: Annual pay raises were discussed for Michael Linkous, Melinda Davis and Kelli Page

Adjournment:

Carlene Cross, made a motion, seconded by Michael Kinkead, to adjourn the meeting. The next meeting will be held at the Scott County Community Office located at 190 Beech Street, Gate City, VA, September 23, 2021 at 5:30 PM.

Voting Aye: All members Present

Voting Nay: None


Secretary


Board Chairman