

**Great Falls Housing Authority
Board of Commissioner's Meeting
September 21, 2017**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, September 21, 2017. The meeting was called to order at 12:10 p.m. by Chairperson McCleary.

PRESENT: Mike McCleary, Chairperson, Jim Weber, Vice Chairperson, Joseph Boyle, Commissioner, Tim McKittrick, Commissioner, Ashley Gates, Commissioner, Ryan Hart, Commissioner, Terri Sullivan, Commissioner.

ALSO PRESENT: Kevin Hager, Executive Director, Greg Sukut, Deputy Director, Chris Tinsley, Maintenance Supervisor, Cindy Hoscheid, Administrative Assistant.

ABSENT: None

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

MT 2-1 DUPLEX REMODEL BLDG 6B & 6C

The duplexes are now complete. The only item remaining is the sod around the buildings and gutters and this will be completed when weather permits. Final pay request and field directive costs are included under New Business for Board approval.

PARKDALE SIGNS

The signs have been delivered and installed and the masonry was started on the posts but the rain has delayed the project. Staff expects completion this week.

BLDG 7A INTERIOR DEMO

Demo of all the interior areas and crawlspace have been completed. Additional costs were needed due to most of the walls and ceiling areas had sheetrock over layed and the proposal was to remove only the plaster coverings. The final pay request and field directive are under New Business.

PHASE 4 INFRASTRUCTURE UPGRADE MT 2-1

Woith Engineering has completed plans and specs for this project. Staff was waiting to hear from HUD when we could obligate and spend 2017 Capital Funds but because it was getting too late in the year to execute bids and get these awarded and completed this fall, Staff decided to postpone this project for winter bidding and spring award.

BLDG 7A REMODEL 4-PLEX

Staff received proposals from contractors on September 13th for the remodel of this building. The proposals were sent to Marv Hessler for his recommendation of award. Please find the proposal sheets and Marv's recommendation attached.

OLD BUSINESS

NEW BUSINESS

The August Board minutes were received and reviewed. Commissioner Boyle made a motion to approve the minutes as written. Vice Chairperson Weber seconded the motion with unanimous voice approval.

Police Contract Renewal was received and reviewed. Commissioner Hart made a motion to approve the contract as written. Vice Chairperson Weber seconded the motion with unanimous voice approval.

Laabs Construction Change Order was received and reviewed. Vice Chairperson Weber made a motion to approve the change order in the amount of \$4,359.00 for Bldg 6B and 6C. Commissioner Sullivan seconded the motion with unanimous voice approval.

Laabs Construction Final Payment for Bldg 6B was received and reviewed. Commissioner Boyle made a motion to approve the final payment in the amount of \$16,941.00. Commissioner Sullivan seconded the motion with unanimous voice approval.

Laabs Construction Final Payment for Bldg 6C was received and reviewed. Vice Chairperson Weber made a motion to approve final payment in the amount of \$16,941.00. Commissioner Hart seconded the motion with unanimous voice approval.

B & B Heating Final Payment for Bldg 6B was received and reviewed. Commissioner Boyle made a motion to approve final payment in the amount of \$1,075.00. Commissioner McKittrick seconded the motion with unanimous voice approval.

B & B Heating Final Payment for Bldg 6C was received and reviewed. Commissioner Hart made a motion to approve final payment in the amount of \$1,075.00. Commissioner Sullivan seconded the motion with unanimous voice approval.

Electric City Plumbing Final for Bldg 6B was received and reviewed. Vice Chairperson Weber made a motion to approve final payment in the amount of \$2,596.00. Commissioner Boyle seconded the motion with unanimous voice approval.

Electric City Plumbing Final for Bldg 6C was received and reviewed. Commissioner Hart made a motion to approve final payment in the amount of \$2,596.00. Commissioner Gates seconded the motion with unanimous voice approval.

United Electric Final Payment for Bldg 6B was received and reviewed. Commissioner Sullivan made a motion to approve final payment in the amount of \$2,821.50. Commissioner Gates seconded the motion with unanimous voice approval.

United Electric Final Payment for Bldg 6C was received and reviewed. Chairperson Weber made a motion to approve final payment in the amount of \$2,821.50. Commissioner Hart seconded the motion with unanimous voice approval.

Thorson Painting Change Order for Bldg 6B and 6C was received and reviewed. Commissioner Boyle made a motion to approve the change order in the amount of \$1,000.00. Vice Chairperson Weber seconded the motion with unanimous voice approval.

Thorson Painting Final Payment for Bldg 6B was received and reviewed. Commissioner Sullivan made a motion to approve the final payment in the amount of \$850.00. Vice Chairperson Weber seconded the motion with unanimous voice approval.

Thorson Painting Final Payment for Bldg 6C was received and reviewed. Vice Chairperson Weber made a motion to approve the final payment in the amount of \$850.00. Commissioner Hart seconded the motion with unanimous voice approval.

Contract Flooring Final Payment for Bldg 6B was received and reviewed. Commissioner Boyle made a motion to approve final payment in the amount of \$5,903.50. Commissioner Gates seconded the motion with unanimous voice approval.

Contract Flooring Final Payment for Bldg 6C was received and reviewed. Commissioner Boyle made a motion to approve the final payment in the amount of \$5,903.50. Vice Chairperson Weber seconded the motion with unanimous voice approval.

Schroeder Contracting Change Order for Bldg 7A – Interior Demo was received and reviewed. Commissioner Sullivan made a motion to approve the change order in the amount of \$4,200.00. Commissioner Boyle seconded the motion with unanimous voice approval.

Schroeder Contracting Final Payment Bldg 7A – Interior Demo was received and reviewed. Vice Chairperson Weber made a motion to approve final payment in the amount of \$19,700.00. Commissioner Hart seconded the motion with unanimous voice approval.

The Recommendations on Proposals for Bldg 7A were received and reviewed. Commissioner Boyle made a motion to approve Laabs as the General Contractor for units 1500, 1502, 1504 and 1506 7th Avenue South in the amount \$59,700.00 for each unit. Vice Chairperson Weber seconded the motion with unanimous voice approval.

Plumbing Contractor - Vice Chairperson Weber made a motion to approve the plumbing contract to Palagi Plumbing in the amount of \$12,240.00. Commissioner Gates seconded the motion with unanimous voice approval.

Electrical Contractor – Commissioner Sullivan made a motion to approve the electrical contract to United Electric in the amount of \$10,000.00. Commissioner Gates seconded the motion with unanimous voice approval.

Mechanical Contractor – Commissioner Hart made a motion to approve the mechanical contract to B & B Heating in the amount of \$19,580.00. Vice Chairperson Weber seconded the motion with unanimous voice approval.

Masonry Contractor – Commissioner Gates made a motion to approve the masonry contract to Egan Masonary in the amount of \$6,868.00. Commissioner Sullivan seconded the motion with unanimous voice approval.

Siding Contractor – Commissioner Boyle made a motion to approve the siding contract to Laabs Construction in the amount of \$34,000.00. Commissioner Gates seconded the motion with unanimous voice approval.

Roofing Contractor – Vice Chairperson Weber made a motion to approve the roofing contract to T & B Construction in the amount of \$8,250.00. Commissioner Hart seconded the motion with unanimous voice approval.

Floor Covering – Commissioner Boyle made a motion to approve the floor covering to Central Flooring in the amount of \$17,360.00. Commissioner Gates seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of August, 2017. Commissioner Boyle made a motion to ratify cash disbursements, (see beginning and ending check numbers). Vice Chairperson Weber seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

COMMUNICATIONS

HUD Labor Standards Review

On-site Technical Visit – Office of Public Housing Staff

Mark your calendars for the Annual Holiday Dinner

PUBLIC COMMENT

There being no further business to come before the Board, Vice Chairperson Weber made a motion to adjourn. Commissioner McKittrick seconded the motion. The meeting was adjourned by Chairperson McCleary at 2:15 p.m. The next Board meeting will be held on Thursday, October 19, 2017 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Mike McCleary, Chairperson