

**Great Falls Housing Authority
Board of Commissioner's Meeting
July 19, 2018
12:00 PM**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, July 19, 2018. The meeting was called to order at 12:05 p.m. by Chairperson Weber.

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

ALSO PRESENT: Kevin Hager, Executive Director, Greg Sukut, Deputy Director, John Wierzelewski Supervisor, Cindy Hoscheid, Administrative Assistant, Officer Brinka, Community Police Officer.

ABSENT: Joseph Boyle, Vice Chairperson

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

BLDG 7B

Staff has had selective demo done to the interior of this building. TD & H Engineering will take samples and submit to the lab with results due back by July 20th. Staff has contacted contractors with proposals for the complete interior demo. Staff requests the Boards approval via email once test results are back and interior demo proposals have been received. With this work underway, Staff could begin requesting prices for the remodel. Please see attached exterior drawing.

UNDERGROUND ELECTRICAL

Electrical and communications to the buildings will begin July 16th with completion on August 17th. Staff is hoping to include concrete and sidewalk replacements with Phase 4 Infrastructure work.

PHASE 4 INFRASTRUCTURE UPGRADE

Woith Engineering is completing the documents and a meeting is planned for the week of July 16th. A pre-con meeting will be held and a startup date established around August 20th. Staff expects this project to last until November 1st.

OLD BUSINESS

1. Summary of Deal/Claim from City Engineering – Sunrise Court Lift Station was received and reviewed. Discussion was held and Commissioner Sullivan made a motion that the Housing Authority will continue to pay electricity on the Lift Station at

Sunrise Court. Commissioner Gates seconded the motion with unanimous voice approval.

2. United Electric – Proposal – Email approval.

NEW BUSINESS

The June Board minutes were received and reviewed. Commissioner McCleary made a motion to approve the minutes as written. Commissioner Sullivan seconded the motion with unanimous voice approval. Commissioner Hart abstained.

Old Inventory of window blinds - carry in was received and reviewed. The Venetian window blinds are no longer being used in the Housing Authority units. Commissioner McKittrick made a motion to approve the disposal of the Venetian window blinds. Commissioner Gates seconded the motion with unanimous voice approval. Arrangements have been made with Pacific Steel & Recycling to sheer the blinds so they can no longer be used. Staff will be present at the time of disposal and will receive a letter from Pacific Steel & Recycling acknowledging the disposal.

Two Selective Demo Proposals were received and reviewed and the third contractor we contacted was non responsive. Commissioner McCleary made a motion to approve the crawlspace demo to Environmental Contractors in the amount not to exceed \$1,200 and the interior demo to Environmental Contractors in the amount not to exceed \$8,675. Commissioner Hart seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of June, 2018. Commissioner McCleary made a motion to ratify cash disbursements, (see beginning and ending check numbers). Commissioner Gates seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

COMMUNICATIONS

The Next Best Thing – Daycare Information. Discussion was held on the letter received and comments were made on a background check, raising rent, and religious curriculum. Staff will look into this and bring it back to the Board.

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner McCleary made a motion to adjourn. Commissioner Sullivan seconded the motion. The meeting was adjourned by Chairperson Weber at 1:16 p.m. The next Board meeting will be held on Thursday, August 16, 2018 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Jim Weber, Chairperson