

**Great Falls Housing Authority
Board of Commissioner's Meeting
January 17, 2019
12:00 PM**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, January 17, 2019. The meeting was called to order at 12:06 p.m. by Chairperson McKittrick.

PRESENT: Tim McKittrick, Chairperson, Joe Boyle, Vice Chairperson, Jim Weber, Commissioner, Ashley Gates, Commissioner, David Fink, Commissioner, Ryan Hart, Commissioner, Terri Sullivan, Commissioner.

ALSO PRESENT: Greg Sukut, Acting Executive Director, Chris Tinker, Accounting Supervisor, John Wierzelewski, Maintenance Supervisor, Cindy Hoscheid, Administrative Assistant

ABSENT: None

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

BLDG 7B REMODEL

Units are painted and the ceramic tile floors are being placed. Once the floors are done, all the electrical, plumbing, cabinet and furnace finishes will be completed. This project is expected to be completed by the end of January.

MT 2-2 ENGINEERING PROPOSAL

Find enclosed a proposal from Woith Engineering for design of MT 2-2. This proposal is informational and when funding is received the Board can elect to enter an agreement for these services. See under New Business.

ELECTRIC LIGHTING REBATE PROGRAM

Staff has been discussing changing out site lighting this budget year. Staff found out there is a program thru Northwest Energy that pays out a rebate for some of the costs. There is a firm available to discuss this with the Board on the program if interested.

MT 2-5 AUSTIN HALL BOILER RETRO-FIT

The two domestic boilers purchased through CDBG funding have been installed and inspected. They replaced two boilers that were installed 18 years ago.

CAPITAL FUNDS

Staff has not heard of available funds for 2019 as of yet. Staff would like to pre-bid the next building for renovation contingent on availability of funds. This process would accelerate turnaround time on the buildings for re-occupancy.

OLD BUSINESS

NEW BUSINESS

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

Annual Meeting Minutes 2018 were received and reviewed. Commissioner Fink made a motion to approve as written. Commissioner Sullivan seconded the motion with unanimous voice approval. Vice Chairperson Boyle abstained.

Annual Meeting Minutes 2017 were received and reviewed. This is a revision to correct the attendees at the meeting only. Commissioner Gates made a motion to approve the revision in the Annual Meeting Minutes of 2017. Commissioner Weber seconded the motion with unanimous voice approval.

Resolution 954 – Authorizing Specimen Signatures for Great Falls Housing Authority Checking Accounts was received and reviewed. This is to take Kevin Hager's name off the GFHA checking accounts since he has retired. Commissioner Sullivan made a motion to approve as written. Commissioner Gates seconded the motion with unanimous voice approval.

Resolution 955 – Authorizing Participation in STIP was received and reviewed. Commissioner Gates made a motion to approve as written. Commissioner Sullivan seconded the motion with unanimous voice approval.

Proposal For Master Plan of Electrical Upgrades of MT 2-2 – Woith Engineering was received and reviewed. Commissioner Weber made a motion to approve up to but not exceeding \$34,800 for the Proposal on the Master Plan of the Electrical Upgrades of MT 2-2 contingent on availability of funds from HUD. Commissioner Fink seconded the motion with unanimous voice approval.

GFHA to Holland – Loan Proposal was received and reviewed. Commissioner Fink made a motion to approve a 15 year loan at 3% interest. Commissioner Weber seconded the motion with unanimous voice approval.

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

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

COMMUNICATIONS

Holiday Dinner

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner Weber made a motion to adjourn. Vice Chairperson Boyle seconded the motion. The meeting was adjourned by Chairperson McKittrick at 12:58 p.m. The next Board meeting will be held on Thursday, February 21, 2019 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Greg Sukut, Acting Secretary

Tim McKittrick, Chairperson