

**Great Falls Housing Authority
Board of Commissioner's Meeting
July 18, 2024
12:00 PM**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met on Thursday, July 18, 2024. The meeting was called to order at 12:32 p.m. by Chairperson Rosie Kiernan.

PRESENT: Rosie Kiernan, Chairperson, Doug Spence, Vice Chairperson, David Fink, Commissioner, and Lyle LaPree, Commissioner.

ALSO PRESENT: Chris Tinker, Deputy Director, Donna Halbleib, Program Supervisor, Steve Herford, Maintenance Supervisor, Officer Torres, GFHA Officer, Ryan Mills, HQS Inspector, David Holt, Operations Specialist, and Carolyn Burg, Administrative Assistant.

ABSENT: Rodney Blake, Commissioner, Megan Farmer, Commissioner, Kathleen Whitaker, Commissioner, and Greg Sukut, Executive Director.

PETITIONS

PUBLIC COMMENT

Discussion of removal of screen doors. The Housing Authority had a total of three tenants appear before the Commissioners concerning the removal of screen doors. The tenants that appeared before the Commissioners were: Patrick Propp, Marquita Ogawa, and Alan Miler. Matt Hudson, from Montana Free Press, was also in attendance. Patrick shared the other contacts and signatures he had collected regarding the screen doors. Once again, they all shared their concerns regarding safety issues of not having a screen door on the units, and the concerns of the weather against the main door, and ventilation throughout their units. After a lengthy discussion between the Commissioners and staff, the Commissioners requested to bring this matter back to the August board meeting. This would allow for a review of everything that was brought to the Commissioners and staff.

EXECUTIVE DIRECTOR REPORT

Building 4-A

All work has been completed. Maintenance is finishing off the punch list and cleaning up what little remains. Staff has contacted the city for final inspections. Once the inspections have been completed, we will be able to get the Certificate of Occupancy and begin renting the units.

Building 5-A

Siding is going on and is expected to be complete in a couple of weeks. All bathrooms are tiled and the floors have been slated. Once the floors are in the cabinets can be installed along with the countertops. All plumbing fixtures are here and ready to be installed. The slabs have been poured and they are hoping to start the sidewalks this week. Then we can get the sod laid.

Buildings 5B

Quotes have been requested from Environmental and Demolition companies. We have three responses from Schroder Construction, ACM out of Missoula, and Triplett. ACM out of Missoula was offered the contract. Once we have the contract signed and a start date on the demo work, we will go out for formal Bid.

Concrete

MRTE has met with us and hope to begin work on 2-2 within the week.

OLD BUSINESS

Storm Doors. The Commission has agreed to bring back to the August board meeting.

NEW BUSINESS

The June Board minutes were received and reviewed. Commissioner Fink made a motion to approve the minutes as written. Vice Chair Spence seconded the motion with unanimous voice approval.

Resolution 1009 – Appreciation for David Holt was received and reviewed. Commissioner LaPree made a motion to approve Resolution 1009 as written. Vice Chair Spence seconded the motion with unanimous voice approval.

Scholarship Application was received and reviewed. There was one application received. Discussion was held and Commissioner Fink made a motion to award the scholarship in the amount of \$2500 to Thomas James IronBear. Commissioner Lapree & Vice Chair Spence seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of June 2024. Commissioner Fink made a motion to ratify cash disbursements for June 2024, (see beginning and ending check numbers). Commissioner LaPree seconded the motion with unanimous voice approval.

Commissioner LaPree had to leave the meeting at 1:10 p.m. so no further action was taken on items requiring a quorum. The one item remaining on the agenda will be emailed to the commissioners for their consideration.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

COMMUNICATIONS

The City Commission Reappointed Commissioners to the Housing Authority Board of Trustees:

Commissioner Farmer was reappointed for a five-year term through June 30, 2029

Commissioner LaPree was reappointed for another 2-year term through June 30, 2026

Commissioner Whitaker was reappointed for a 2-year term through June 30, 2026

Chair Kiernan stated she will not be able to attend August 15, 2024 board meeting and requested to change the date to August 8th, 2024. Staff was asked to email the commissioners to see if this would work for them.

Commissioners requested that Staff and Commissioners start working on the Succession Plan for the Housing Authority.

There being no further business to come before the Board, Commissioner Fink made a motion to adjourn. Vice Chair Spence seconded the motion. The meeting was adjourned by Chairperson Kiernan at 1:52 p.m. The next Board meeting will be held on **Thursday, August 8, 2024 at 12:00 p.m.**

Respectfully Submitted By:

Approved By:

Chris Tinker, Deputy Director

Rosie Kiernan, Chairperson