

**Great Falls Housing Authority
Board of Commissioner's Meeting
April 17, 2014**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, April 17, 2014. The meeting was called to order at 12:20 p.m. by Chairperson Jon McCarty.

PRESENT: Jon McCarty, Chairperson, Joe Boyle, Vice Chairperson, Dan Price, Commissioner; Jim Weber, Commissioner, Marquita Ogawa, Commissioner

ABSENT: Cal Gilbert, Commissioner, Mike McCleary, Commissioner

ALSO PRESENT: Kevin Hager, Executive Director; Greg Sukut, Program Supervisor; Cindy Hoscheid, Administrative Assistant, Scott Floerchinger, Project Manager.

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

MT 2-1 REMODEL

Demolition of both the interior area and the crawl space are complete. Proposals for remodeling are being received and will be reviewed by the architect and staff the week of April 14th – 18th. Staff expects the proposals to be finalized and ready for award in May.

MT 2-1 SITE IMPROVEMENTS

The contractor started work on March 31st and the new waterline and hydrants have been placed. The site clearing and the prep work for the parking lot will begin April 14th – 18th and the new electrical lighting will follow.

AUSTIN HALL CAFETERIA STORAGE AREA

The selective demo and asbestos removal have been completed and the final testing went very well. Hessler Architect will begin plan design when staff can complete land trade with the Casco building owners.

OLD BUSINESS

Notice to Proceed – United Materials – MT 2-1, Phase 2 was received and reviewed. No action is required.

NEW BUSINESS

The March Board minutes were received and reviewed. Vice Chairperson Boyle made a motion to approve the March minutes with the amendment to include educating the tenant on the necessity and repercussions of removing any hardware on the door or

doing any modification to the door other than the way it was installed. Commissioner Price seconded the amended motion with unanimous voice approval.

Northwestern Energy – Power pole relocation – Justification Letter was received and reviewed. No action is required.

Approving Alternate Bid for Basketball Court Site and Utility Improvements for MT 2-1 Phase 2 was received and reviewed. Commissioner Weber made a motion to approve the Alternate Bid for the Basketball Court in the amount of \$28,014.75 to United Materials. Commissioner Ogawa seconded the motion with unanimous voice approval.

Change Order #1 MT 2-1 Phase 2 for three new light poles was received and reviewed. Commissioner Price made a motion to approve Change Order #1 in the amount of \$11,066.00 to United Materials. Vice Chairperson Boyle seconded the motion with unanimous voice approval.

Clarify Contract for 4-Plex – Environmental Contractors was received and reviewed. Discussion was held and Commissioner Weber made a motion to approve the modifications of the original proposal to select the demolition clarification of the 4-Plex in the amount of \$12,775.00 to Environmental Contractors. Commissioner Ogawa seconded the motion with unanimous approval.

Lawn Mowing Contracts were received and reviewed. Discussion was held and Commissioner Ogawa made a motion to approve the Lawn Mowing Contract in the amount of \$707.41 per week to Dr. Lawn who was low bidder. Commissioner Weber seconded the motion with unanimous voice approval.

Spraying Contracts were received and reviewed. Discussion was held and Commissioner Weber made a motion to approve the Spraying Contract in the amount of \$9,440.00 a year to Selstads who was low bidder. Commissioner Price seconded the motion with unanimous voice approval.

Scholarship Application – The Housing Authority only received one application and this came from a college student who is a housing resident. No High School students applied this year and everyone was given the chance to apply in all the High Schools. Since we only had one application the Board would like to open this up to any housing residents who are going to college to be able to apply. The application that was made available this year may not have been directed towards college students and some residents may have thought they were not eligible for the scholarship. The Board would like a new application to go out just for college students and keep this open until May 9th and then choose the scholarship winner at the May Board meeting. For next year's application the Board would like to change the language in the application to read that precedence goes to High School seniors who are graduating but is also open to college students. Vice Chairperson made a motion to table the selection of the scholarship winner and see if we can get more applications in for college students and bring this back to the May Board meeting. Commissioner Ogawa seconded the motion with unanimous voice approval.

Commissioner Ogawa left the meeting at 2:05 p.m.

Summer Baseball Game Announcement – This year our summer outing will again be held at Centene Stadium on Friday, August 1, 2014. Staff is working with the Great Falls Voyagers management on details for food, etc.

The Board reviewed cash disbursements for the month of March 2014. Commissioner Weber made a motion to ratify cash disbursements, (see beginning and ending check numbers). Vice Chairperson Boyle seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Commissioner Price has attempted to talk to several Satellite businesses but does not have any information for the Board yet.

COMMUNICATIONS

Discussion was held on rain gutters for the Amp 2 units and placing dumpsters on 5th Ave South. Commissioner Ogawa will consider the information given to her and bring back to the Board if necessary.

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner Weber made a motion to adjourn. Commissioner Price seconded the motion. The meeting was adjourned by Chairperson McCarty at 2:14 p.m. The next Board meeting will be held on Thursday, May 15th, 2014 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Jon McCarty, Chairperson