

**Great Falls Housing Authority
Board of Commissioner's Meeting
March 19, 2015**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, March 19, 2015. The meeting was called to order at 12:13 p.m. by Chairperson Boyle.

PRESENT: Joseph Boyle, Chairperson, Jim Weber, Commissioner, Dan Price, Commissioner; Jon McCarty, Commissioner, Mike McCleary, Commissioner, Cal Gilbert, Vice Chairperson

ABSENT: Marquita Ogawa, Commissioner

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

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

BLDG S-1 STABILIZATION

The contractor has been loading the building up to the engineer design. The center piers have been moving while the building is being lifted and readjustments are being made more than expected. This has slowed the completion of this job. Expect final completion on April 1st.

CAPITAL DUPLEX (2) BUILDING REMODEL

This work has been completed and final payment requested. There was a field directive issued for additional work in the crawl space. Please see attached. Staff has met with the architect and final comments are being completed for bidding.

SITE IMPROVEMENTS – MAIN SITE

Staff and engineer have been meeting and discussing total cost and work items with our budget.

MAIN SITE GAS DISTRIBUTION SYSTEM

Materials have been ordered and Energy West was notified March 12th. The start date is March 18th as requested by Energy West.

OLD BUSINESS

Energy West – Distribution of Gas Lines – Approved by email.

NEW BUSINESS

The February Board minutes were received and reviewed. Commissioner Weber made a motion to approve the minutes as written. Commissioner McCarty seconded the motion with unanimous voice approval.

Window Coverings discussion was held. Commissioner Weber made a motion to implement a plan to replace the window blinds in the units that have children four and under when these units are replaced the units with children 6 and under will be replaced. Window coverings in all units from this point forward will also be replaced. Staff has the authority to make those decisions as appropriate and to also send out education materials on window blind safety to the tenants. Commissioner McCleary seconded the motion with unanimous voice approval.

Change Order 16.1 – Final Payment Bldg 6A & 6D - Environmental Contractors, LLC was received and reviewed. Commissioner McCleary made a motion to approve the Change Order 16.1 and Final Payment in the amount of \$1,500 to Environmental Contractors, LLC. Commissioner McCarty seconded the motion with unanimous voice approval.

Resolution 909 – Approving Vacated Tenant Accounts Written Off for period Ending March 31, 2015 was received and reviewed. Commissioner McCleary made a motion to approve Resolution 909 as written. Commissioner Weber seconded the motion with unanimous voice approval.

Resolution 910 – Approving Vacated Sandhills and Holland Tenant Accounts Written Off for Period Ending March 31, 2015 was received and reviewed. Commissioner Weber made a motion to approve Resolution 910 as written. Vice Chairperson Gilbert seconded the motion with unanimous voice approval.

Voyagers Baseball Game was received and reviewed. Commissioner Weber made a motion to have the HA Staff decide when to reserve the date to attend the baseball game and to check on pricing for the Luxury Suites versus the MVP Deck. Vice Chairperson Gilbert seconded the motion with unanimous voice approval.

Bush & Hedge Trimming/Pruning Approval was received and reviewed. Commissioner McCleary made a motion to approve to the low bidder, Dr. Lawn, for Amp 1 in the amount of \$1,680 and for Amp 2 in the amount of \$2,320 one time a year. Commissioner Weber seconded the motion with unanimous voice approval.

Lawn Mowing Approval was received and reviewed. Vice Chairperson Gilbert made a motion to approve to the low bidder, Dr. Lawn, for Amp 1 in the amount of \$958 and for Amp 2 in the amount of \$1,220 every week up to 32 weeks per year. Commissioner Price seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of February, 2015. Commissioner McCleary made a motion to ratify cash disbursements, (see beginning and ending check numbers). Commissioner McCarty seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Commissioner Price brought up the problem of dead trees over at Sandhills.

Discussion was held and the Board members directed Staff to replace the dead trees.

COMMUNICATIONS

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner Weber made a motion to adjourn. Commissioner McCleary seconded the motion. The meeting was adjourned by Chairperson Boyle at 1:43 p.m. The next Board meeting will be held on Thursday, April 16th, 2015 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Joseph Boyle, Chairperson