

Great Falls Housing Authority Board of Commissioner's Meeting May 21, 2015

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, May 21, 2015. The meeting was called to order at 12:27 p.m. by Chairperson Boyle.

PRESENT: Joseph Boyle, Chairperson, Jim Weber, Commissioner, Dan Price, Commissioner, Jon McCarty, Commissioner

ABSENT: Mike McCleary, Commissioner, Cal Gilbert, Vice Chairperson, Marquita Ogawa, Commissioner

ALSO PRESENT: Kevin Hager, Executive Director; Greg Sukut, Deputy Director/Program Supervisor, Cindy Hoscheid, Administrative Assistant.

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

GAS LINE RETRO-FIT MT2-2

The gas distribution system and reconnect have been completed by Energy West on the MT 2-1 site. Work began on MT 2-2 site April 22nd and both the crews of Energy West and Housing Authority Staff have been scheduling and retrofitting 12 units a day. The gas company should be done with their distribution system and services May 22nd. Staff will then follow and be completed by May 29th.

MT 2-1 SITE IMPROVEMENTS

Documents have been completed and the pre-bid walk thru was held May 11th. Bids were to be accepted May 18th and presented to the Board at the May meeting but a postponement request by the contractors has been received and granted due to suppliers not responding. (Please see attached) The bids are postponed until May 21st at 10:00 a.m. The Board will be made aware of these results then with a recommendation to follow after review. Staff requests approval of Board via email to accept or reject award.

MT 2-1 REMODEL DUPLEX (2)

Plans are now being distributed to contractors and suppliers for quotes. Staff will receive and review with Hessler Architect and under our procurable means enter into contracts. Expect this to be completed the first part of June.

OLD BUSINESS

NEW BUSINESS

The April Board minutes were received and reviewed. Commissioner Weber made a motion to approve the minutes as written with the minutes being sent through email for approval to the absent Commissioners because we did not have a quorum at this meeting. Commissioner Price seconded the motion.

Resolution 912 – GFHA Section 8 Management Operations Certification was received and reviewed. Commissioner McCarty made a motion to approve Resolution 912 as written. Commissioner Weber seconded the motion with unanimous voice approval.

PHAS Score – HUD Response was received and reviewed. For informational purpose only. No action required.

MT 2-1 Site Improvements was received and reviewed. The bid opening was held and the results given to the Board. The Engineer will need to look at the bid and Staff will have the Board approve by email.

Window Blind Safety Brochure was received and reviewed. The Board agrees that a cover letter should be placed on the brochure with the statement that it contains sensitive material and should only be seen by adults and kept in a safe place. An explanation of the blind placement process, when finalized will be sent to the residents. It was also mentioned to forewarn the two families with deceased children that this brochure will be sent to all residents.

The Board reviewed cash disbursements for the month of April, 2015. Commissioner Weber 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 thanked the Board for approving the replacement of trees and for Staff replacing the trees at Sandhills. The trees look very nice.

COMMUNICATIONS

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner Weber made a motion to adjourn. Commissioner McCarty seconded the motion. The meeting was adjourned by Chairperson Boyle at 1:15 p.m. The next Board meeting will be held on Thursday, June 18th, 2015 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Joseph Boyle, Chairperson