

Great Falls Housing Authority Board of Commissioner's Meeting August 20, 2015

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, August 20th, 2015. The meeting was called to order at 12:25 p.m. by Chairperson Boyle.

PRESENT: Joseph Boyle, Chairperson, Jim Weber, Commissioner, Dan Price, Commissioner, Mike McCleary, Commissioner, Marquita Ogawa, Commissioner, Cal Gilbert, Vice Chairperson

ABSENT: Jon McCarty, Commissioner; Kevin Hager, Executive Director

ALSO PRESENT: Chris Tinker, Accounting Supervisor, Greg Sukut, Deputy Director, Cindy Hoscheid, Administrative Assistant.

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

MT 2-1 SITE IMPROVEMENTS

Work has been proceeding well with the underground utilities and is on schedule. The water main and sanitary main are complete on 7th Ave South. The new water main meter vault has been set and will be hooked up next week. The step down manhole to the city main will also begin next week.

Included in this month's board packet are invoices for additional work items that were field directives to United Materials.

1. DEQ Permits
2. Cut in valve to accommodate Phase 4
3. Repair of unknown water service.

MT 2-1 ELECTRICAL UPGRADE

The electrical distribution system has been modified to underground and connected to each other and the buildings affected on 7th Ave South. A power shutdown was scheduled but had to be stopped because of some miscalculations of the system.

Additional work will need to be done to connect all of the system. Staff has received costs (please see attached) and proceeded with this work so it did not delay all of the work areas of this project. New site lighting will also be included with this proposed work.

OLD BUSINESS

Notice to Proceed – United Materials – Site & Utility Improvement – MT 2-1 Phase 3 – Information only.

NEW BUSINESS

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

Housing Authority Insurance – Renewal Policy was received and reviewed. Commissioner Weber made a motion to approve the renewal policy effective 8/1/2015 for the total amount of \$115,049. Commissioner McCleary seconded the motion with unanimous voice approval.

United Materials – Environmental Quality Permits – MT 2-1, Phase 3 was received and reviewed. Commissioner Ogawa made a motion to approve the permits in the amount of \$5,200. Commissioner Price seconded the motion with unanimous voice approval.

United Materials – Cut in Gate Valve was received and reviewed. Commissioner Ogawa made a motion to approve the Cut in Gate Valve in the amount of \$3,385. Vice Chairperson Gilbert seconded the motion with unanimous voice approval.

United Materials – Unmarked Water Service Repair was received and reviewed. Vice Chairperson Gilbert made a motion to approve the payment for repairing an unmarked water service in the amount of \$2,795. Commissioner Price seconded the motion with unanimous voice approval.

Sole Source Justification – United Materials was received and reviewed. Commissioner Weber made a motion to approve additional work for underground electric and site lighting in the amount not to exceed \$36,200. Commissioner Ogawa seconded the motion with unanimous voice approval.

Sole Source Justification – United Electric was received and reviewed. Commissioner McCleary made a motion to approve the pricing per man hour for the Emergency Utility Re-Locate – Journeyman rate - \$72.00 per hour, Apprentice rate - \$59.00, Chain Trencher - \$235.00 per day (excludes operator). Commissioner Weber seconded the motion with unanimous voice approval.

Sole Source Justification – CED was received and reviewed. Vice Chairperson Gilbert made a motion to approve the LED light fixtures and poles in the amount of \$18,000. Commissioner McCleary seconded the motion with unanimous voice approval.

Sole Source Justification – Outback Power Company was received and reviewed. Commissioner Weber made a motion to approve the materials in the amount of \$25,424.96, approve the labor in the amount of \$18,000 and no approval on Bore pricing since there is no quote for this. Commissioner McCleary seconded the motion with unanimous voice approval.

Sole Source Justification – CenturyLink was received and reviewed. Vice Chairperson Gilbert made a motion to approve rerouting aerial cables in the amount of \$13,295.66. Commissioner Ogawa seconded the motion with unanimous voice approval.

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

Commissioner McCleary left the meeting at 1:20 p.m.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

COMMUNICATIONS

Poster Contest Winners – Chris Tinker explained about the Poster contest.

PHAS Score Report – GFHA score is a Standard Performer.

PUBLIC COMMENT

Brad Livingston, City Commissioner candidate, attended the Board meeting and afterward spoke about the importance of our Housing Program and the help we provide.

There being no further business to come before the Board, Vice Chairperson Gilbert made a motion to adjourn. Commissioner Weber seconded the motion. The meeting was adjourned by Chairperson Boyle at 1:42 p.m. The next Board meeting will be held on Thursday, September 17th, 2015 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Greg Sukut, Acting Secretary

Joseph Boyle, Chairperson