

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

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, November 19, 2015. The meeting was called to order at 12:17 p.m. by Chairperson Boyle.

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

ABSENT:

ALSO PRESENT: Kevin Hager, Executive Director, Chris Tinker, Accounting Supervisor, Cindy Hoscheid, Administrative Assistant.

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

MT 2-1 SITE IMPROVEMENTS

Weather has been delaying the completion of the work since the last report. The crews have been working through this and have been laying sod and doing the sidewalk pours. The parking lot has been laid and the striping for spaces complete. The placement of the stones will be delayed until spring. The crew will set the stones but not pour them in the stamped concrete. Included in the board pack are invoices for additional work needed to complete the project and Staff will explain as needed.

WOITH ENGINEERING RESPONSE MT 2-1 SITE

Woith Engineering met with Staff and provided a response to the Board's concerns for the cost overruns.

MT 2-1 ELECTRICAL UPGRADE

All the lights have been installed and system completed. Staff is waiting for final As-builts and the contractor's final pay request. After these are completed the final payment will be presented to the board for its approval.

OLD BUSINESS

NEW BUSINESS

The October Board minutes were received and reviewed. Vice Chairperson Gilbert made a motion to approve the minutes as written. Commissioner Ogawa seconded the motion with unanimous voice approval.

FRESH Rescue – Presentation made by Mike Dalton and Abigail Lichliter. They rescue and distribute fresh produce and bread from Albertson's and from this nearly 350 meals are served to food insecure kids from the FRESH Rescue program in Great Falls. They are proposing to use Dronen Hall to hold eight sessions for tenants that will teach them nutrition and how to cook meals from this fresh produce. Commissioner McCleary made a motion to approve FRESH Rescue's use of Dronen Hall for eight sessions. Commissioner Price seconded the motion with unanimous voice approval.

Resolution 916 – Appreciation for Public Service by Tom McAllister was received and reviewed. Commissioner McCleary made a motion to approve Resolution 916. Commissioner Price seconded the motion with unanimous voice approval.

Woith Engineering Response was received and reviewed. Commissioner Weber made a motion to approve the reduction in the fees by \$17,000. Commissioner McCleary seconded the motion with unanimous voice approval.

United Materials – Parkdale Site Lighting was received and reviewed. Commissioner McCarthy made a motion to approve payment to United Materials in the amount of \$27,730.59. Commissioner McCleary seconded the motion with unanimous voice approval.

United Materials – Parkdale Electrical/Lighting Restoration was received and reviewed. Commissioner McCleary made a motion to approve payment to United Materials in the amount of \$112,326.95. Commissioner Weber seconded the motion with unanimous voice approval.

United Materials – Parkdale 10 Plex Sewer and Misc was received and reviewed. Commissioner Weber made a motion to approve payment to United Materials in the amount of \$16,879.50. Commissioner Ogawa seconded the motion with unanimous voice approval.

United Materials – Parkdale Site Extras was received and reviewed. Vice Chairperson Gilbert made a motion to approve payment to United Materials in the amount of \$970.20. Commissioner McCarthy seconded the motion with unanimous voice approval.

United Materials – Demo Duplex Steps & Duplex Water Line was received and reviewed. Commissioner Ogawa made a motion to approve payment to United Materials in the amount of \$17,151.75. Commissioner Weber seconded the motion with unanimous voice approval.

United Materials – Acid Stained Concrete was received and reviewed. Commissioner Price made a motion to approve payment to United Materials for furnishing and installing landscape boulders at \$200.00 each and approve payment for the acid stained concrete to United Materials in the amount of \$6.50 per square foot which will be extended into spring of 2016 for the completion of the stamped concrete. Commissioner McCarthy seconded the motion with unanimous voice approval.

United Materials – Install Gates was received and reviewed. Commissioner McCarthy made a motion to approve 12 gates at \$750.00 each for a total of \$9,000.00 to United Materials. Commissioner McCleary seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of October, 2015. Commissioner Weber made a motion to ratify cash disbursements, (see beginning and ending check numbers). Vice Chairperson Gilbert seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

COMMUNICATIONS

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner McCleary made a motion to adjourn. Commissioner Weber seconded the motion. The meeting was adjourned by Chairperson Boyle at 1:32 p.m. The next Board meeting and Annual Meeting will be held on Thursday, December 17th, 2015 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Joseph Boyle, Chairperson