



Utah Paiute Tribal Housing Authority

565 North 100 East • Cedar City, Utah 84721 • (435) 586-1122

Utah Paiute Tribal Housing Authority Board of Commissioner Meeting Friday, May 18, 2018

Meeting called to order by Chairperson, Betty Cuch at 10:10 a.m.

Roll Call:

Cedar Band: Betty Cuch, Board member, Board Chairperson

Shivwits Band: Travis Duran, Board member, Board Vice-Chair

Koosharem Band: Toni Kanosh, Board member, Board Secretary

Kanosh Band: Halena Blandford, Board member

Indian Peaks Band: Vacant-Board member

Other Present:

James Emery, Executive Director

Rose Black, Office Manager

Angela Broadhead, Fee Accountant

Agenda:

Motion to approve the Agenda, made by Travis Duran, seconded by Halena Blandford, all in favor motion carries

Indian Peaks-Vacant; Shivwits-Yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

Closed Session:

10:25 started closed session, motion by Travis Duran, seconded by Halena Blandford, all in favor motion carries

Indian Peaks-Vacant; Shivwits-Yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

11:45 end of closed session, Travis Duran seconded by Halena Blandford, all in favor motion carries

Indian Peaks-Vacant; Shivwits-Yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

Rewrite the Procurement Procedure for the maintenance for inventory supplies purchases, the credit cards will be returned and signed out, by the procurement officer per day.

The staff will be reviewed by the supervisor and Executive Director and meeting to be held to review the issues with the changes.

Minutes:

Motion to table April 20, 2018 minutes made by Travis Duran, seconded by Halena Blandford, all in favor, motion carries
Indian Peaks-Vacant; Shivwits-Yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

Fee Accountant Report:

Half through the year, 2018 IHP budget at the end May or first part of June, they would like us to drawdown the fund at the first of the month, we have always drawdown at the end of next month after the expense of the invoices, but will get a more clarification before a letter is send to the tribal council. Last year and this year IHP budget are the same, but not sure what the funding will be for this year. Down Payment Assistance program will be getting the books for Laurel to get prepared for the Pathway course. Program income was up because there were two homes that were over the \$50,000 and had to pay the balance. Maintenance expenses includes: home repairs (stoves, refrigerators, carpets, etc.), other equipment and repairs on the vehicles. Internship will be reimbursed.
ICDBG grant have completed two units and starting on the third home with bidding.

Executive Director Report: 1:20pm

1. LIHTC update: information on other proposals to clean the units and meeting is scheduled for June 5, 2018 with the Black Wolf Construction, tax credit accounts, and closing the agreement to work on the rehabs.

2. DPP Building Remodel Projects: Kanosh DPP trailer siding is done, damage to the door will need to be repair with a more strong door and frame and new locks and bathrooms are fixed at the Kanosh Band Building.

Shivwits bid on stucco for the siding, purchase a camera and DVR, new stairs (the stairs are made of wood) and moved the storage container closer to the trailer.

Cedar Band Building will have construction on the plumbing and the building will be closed for three months and the carpet will be replaced in the tutoring in June and have a work order in for the guys to spray paint the tutoring room and the rest of the work will be contracted out and can we have the trailer to put the carpet in for dumping.

Koosharem have the new stoves in the building and the plugs are working, work is being done on the play grounds

Indian Peaks trailer the trees need to be removed and cutting the weeds.

Dumpsters in each band area for clean-up.

3. Meth measuring machine estimated cost \$10,000, it will test the meth percentage and at a lesser cost for housing than having another company doing the testing and drug test all the housing units.

Motion to purchase the meth measuring machine, made by Travis Duran, seconded by Halena Blandford, all in favor, motion carries
Indian Peaks-Vacant; Shivwits-Yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

White Mountain Apache to see what they are doing on meth clean up.

4. NOFA funding:

5. Request to sell/rent to own: the home right across from the Cedar Band land that is a doublewide, there are only two homes that can be sold.

6. Possible land purchase and building on tax credit for elderly/disabled units located by the old hospital.

7. Will be participating in the powwow parade with a float.

Tenant's Appreciate Day for June 7, 2018 with a BBQ and we would like the kids to come that entered in the poster contest, so they can receive a reward.

Back to School is scheduled for August 2, 2018 at the Tribal Gym and August 3, 2018 at the Shivwits Gym.

8. Need a new work truck also the other cars needs to be upgraded. The 1986 dump truck and front loader, might be able to sell it for \$20,000, if we need these equipment we will rent the equipment and 2004 Dodge Durango was sold for \$3,600.00 and will get bids for new vehicles.

Motion to sell the dump truck and front loader and if needed to rent the equipment, made by Travis Duran, seconded by Halena Blandford, all in favor, motion carries
Indian Peaks-Vacant; Shivwits-Yes; Kanosh-yes; Koosharem-step out of the meeting; Cedar-Yes

9. Upcoming travel: see attachment

Staff Reporting: see attachments

Old Business:

Schedule a meeting with Shivwits CAVCO homeowners to discuss payments and what they spend in their homes, the homeowners have stop making payments to housing because of their attorney telling them not to make any payments, the Housing and Shivwits attorney will be present. It was in 2009 and we have all the documents on file and we can compare all the receipts.

The lease agreement is with the five units that are on the band land and not the CAVCO homes.

New Business:

Wade Williams, 401K owns an independent group. He stated there are three reasons to switch out: fees, performance, service and 1.39% per year no hidden fee for record keeping and third party administrator fees \$2,500 per year, \$500 one-time fee to transition the plan over will

remain the same and \$970 per year, this is the cost the employer will paid. These amounts are from the American Funds since 1931 and the ones we would be working with. Will do a comparison on the two companies and present it to the board for next month.

Paiute Indian Tribe of Utah Restoration Powwow and Gathering: We sponsor the youth categories on Friday night and have a guest speaker on Saturday for the youth to attend. Update on the camping in June there are about 10 kids per band and the list was provided on what they are to bring.

Visit the proposal site that is located near the old hospital and maybe take a proposal to the tribal council in developing maybe at else four units where the blue house is located for next year tax credit or Shivwits is looking to get the tax credit for housing development in their area.

Commissioners and Drug Prevention Program Reports:

Cedar Band DPP Report: Band meeting was held on May 9, 2018, no band meeting for June but is scheduled for July 12, 2018, DPP program closed on May 10 2018 for the summer and reopen in September.

Kanosh Band DPP Report: Band meeting this Sunday, May 20, 2018 and next band meeting in June. Planning on taking the kids to the child museum in St George next Friday and will be close for the summer on May.

Koosharem Band Report: was not in attendance for the May band meeting, but report last month April 21, 2018 and next band meeting in June.

Reported to Koosharem Band Council about letter we received from HUD and on the meeting with tribal council about our IHP approval. The tutor program will remain open for activities and language class for the summer.

Shivwits Band DPP Report: Band meeting was held on May 3, 2018 and next band meeting is June 6, 2018. DPP summer camp out for June 21-24, 2018, on May 24, 2018 to Las Vegas, NV for the older youth, we would like a proposal on your trip who is going and the cost and I also attended the OSHA meeting (see report).

Indian Peaks Band Report: vacant

Close session at 3:45pm was motion by Travis Duran, seconded by Halena Blanford, all in favor motion carries.

Indian Peaks-Vacant; Shivwits-Yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

Meeting Adjourned at 4:07pm

Betty Cuch
Betty Cuch, Board Chair

9/21/18
Date

Travis Duran
Travis Duran, Board Vice-Chair

9/21/18
Date