



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
September 15, 2017

Meeting called to order by Vice-Chair Travis Duran at 10:10a.m.

Roll Call:

Betty Cuch-Board member, Chairperson- Cedar Band (Excused Absent)
Travis Duran- Board member, Vice-Chair-Shivwits Band
Toni Kanosh-Board member, Secretary- Koosharem Band
Halena Blandford-Board member, Kanosh Band
Vacant-Board member, Indian Peaks Band

Other Present:

James Emery, Executive Director
Rose Black, Office Manager
Angela Broadhead, Fee Accountant
Jim Jensen, Housing Attorney
Lora Tom, Cedar Band Chairwomen- Sit in for Betty Cuch

Agenda:

Motion by Halena Blandford, seconded by Lora Tom all in favor motion carries

Fee Accountant- Angela Broadhead

August 31, 2017 and one month left for this year budget, 2017 second quarter funding at 50% advance, 2018 budget will be less but not too much. Reviewing the non-program income on expenses, question on the burial assistance for tribal members also members not living in rental units, they can ask for assistance and it is limited at \$150.00. Housing is planning to submit for ICDBG in 2018.

Close Session:

Motion to close regular meeting at 10:26a.m by Halena Blandford, seconded Lora Tom, all in favor, motion carries.

Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Open closed session at 10:27a.m. motioned by Halena Blandford seconded by Lora Tom all in favor, motion carries

Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Motion to open regular meeting at 10:42a.m. by Toni Kanosh, seconded Halena Blandford All in favor, motion carries

Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Housing Attorney- Jim Jensen

Case got pushed to later in the day and was continued to another day and we want to get this case resolved and that she can start the process.

Promissory note had been prepared by a title company with the CAVCO homeowners (there are just a few homeowners that are on the committee) and they stopped making payments 8 months ago by recommendation by their attorney. Land agreements, leases and promissory note are being reviewed and late fee needs to be paid.

Shivwits Land Corporation deeded it to the Shivwits Band Paiutes Indian Tribe of Utah, I have looked into the corporation and it did not exist in Utah, these deeds were prepared by Jeff Zander former employee of the Paiute Indian Tribe of Utah. I will be looking into this, but Shivwits Band should be the one to be working on the land lease with their attorney.

We will leave 5 rental units on land lease and removed 13 units.

Motion to close regular meeting at 11:16a.m.made by Halena Blandford, seconded by Toni Kanosh, all in favor motion carries.

Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Closed session on personnel:

Open regular meeting at 12:01p.m. motion made by Halena Blandford, seconded by Toni Kanosh, all in favor, motion carries

Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Motion that was motioned in the close session for the record:

Motion to table (1) executive director raise and (4) receptionist performance review until next board meeting, motion by Halena Blandford, seconded by Toni Kanosh, all in favor motion carries.

Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Motion to approve the General Maintenance Worker and Maintenance Supervisor Job Description with changes made by Halena Blandford, seconded by Toni Kanosh, all in favor, motion carries

Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Interviews on October 6, 2017 at 10:00a.m. for Auditor and maintenance worker.

Break for 5 minutes for lunch

Minutes:

Motion to approve minutes for July 17, 2017 and August 18, 2017 with changes made by Halena Blandford, seconded by Travis Duran all in favor, motion carries

Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Tenant Services- Keith Garcia (See Attached) questions on the pest spraying for other units and band building and what areas are being sprayed.

Rental program- Rose Black (See Attached)

ROSS Coordinator- Rebecca Gatrell

Maintenance Report (See Attached)

Executive Director- James Emery

1. Kanosh Band wants to be paid back the \$2,000 since the past commissioner is being prosecuted, the bands all signed the sub-recipient agreements that was in place at the time, the money they paid for their program to get started in 2014-2015.
2. Upcoming Travel:
AMERIND Insurance Conference: October 9 – 11, 2017 in Albuquerque, NM
Utah Housing Coalition Annual Conference: October 24-26, 2017 in Ogden, Utah
NAIHC Legal Symposium: December 5-7, 2017 at the Venetian Hotel in Las Vegas, NV

Band members would like more information concerning what the Amerind insurance can offer.

Would like the housing attorney to attend selected conferences, ask him if he would be interested.

3. Land-Lease/CAVCO Homes Update: see above
4. Bill of sale for the trailer in Kanosh to receive the title.

5. Co-host the 28th summer UNAHA in August with the two tribe in Utah and they would like to announce it in March meeting. What is required by the Housing in planning this event?
6. RFP for Auditor: Closes on September 22, 2017
7. New check signers, Toni Kanosh, Jack Sawyer and Shawn Westwood to be removed from the check signers and to add Halena Blandford and resolution will be need to be prepared for next board meeting.

Two temporary workers (tribal members) that can work in the Cedar area to help with demonlition with the homes and will be going through a temp service (Express).

Discussion on landscaping for the housing building, it has been approved several years ago, this will be table for next months to discussion the budget.

Motion to apply for the ROSS grant made by Lora Tom seconded by Toni Kanosh, all in favor, motion carries, inform the tribal council that we are applying for the grant.
Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Motion to apply for the ICDBG Grant for 2018 made by Halena Blandford seconded by Travis Duran, all in favor, motion carries and will be present to the tribal council.
Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Attended the TERT meeting and would like to set a side a corner of the housing building basement to store items and Zello app to help with communication if a disaster happened. EOP and the bands what is in place for the areas that will need to be update for everyone that will be involved.

Unfinished:

Motion to table Indian Peaks Band trailer for next board meeting, made by Halena Blandford, seconded by Travis Duran, all in favor, motion carries
Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-Yes, Shivwits-Yes

Corrections on the Financial Policy and Procedure will be discussed at next meeting.

Motion to approve Tax Credit for rehab of homes, Resolution 2017-06 made by Halena Blandford, seconded Travis Duran all in favor motion carries
Indian Peaks-vacant, Kanosh-Yes, Koosharem-Yes, Cedar-abstain, Shivwits-Yes
And will inform the Tribal Council at their meeting on September 26, 2017

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

Commissioners and DPP Report:

Shivwits DPP Report: Reported on his trip, 184 and individual can purchase another home or trailer, band meeting on September 7, 2017 and next meeting October 5, 2017.

Kanosh DPP Report: Band meeting was held on September 10, 2017 and next band meeting October 8, 2017

When they are sent to the attorney the housing has made there final attempts

Looking to hire maintenance, training for the new tutors.

Pablo, MT, 184 update that they had and the tribe

Koosharem DPP Report: Band meeting was held on September 9, 2017 and next band meeting October 7, 2017, the program will open on Monday after they have the training tomorrow.

Cedar DPP Report: Excused Absent

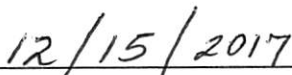
Indian Peaks DPP Report: vacant

Motion to adjourned meeting at 2:57p.m.

Next board meeting October 2, 2017



Betty Cuch, Board Chairwoman



Date



Travis Duran, Board Vice-Chairman



Date