

Durant Industrial Authority

MINUTES OF THE DURANT INDUSTRIAL AUTHORITY REGULAR MEETING August 12, 2019 AT 3:00 P.M.

1) Call to Order –

Chairman Chris Pierce called the meeting to order at 3:00 p.m., declared a quorum present, and opened the meeting.

2) Roll Call – Jennifer Taylor

The following Durant Industrial Authority members were present: Steve Brittingham, Sean Burrage, Dennis Garrett, *Jeff Hammock, Chris Pierce, Janet Reed, Jeff Shattuck (*denotes partial attendance)

The following members were absent: Tammye Gwin, Ashley Stuteville

The following guests were present at this month's meeting: John Cathey, Mayor Oden Grube, Robert Holliday, Gene Masoner

3) Opening Invocation – Paul Buntz

4) Consideration and Action – Approval of Regular Meeting of July 8, 2019 – Chairman Pierce

A motion was made by Jeff Shattuck to approve the minutes as presented. Steve Brittingham seconds the motion. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Chris Pierce, Jeff Shattuck

Nay: None

Abstain: Janet Reed

5) Review Industrial Authority Financial Reports – Judy Siemens

Judy Siemens was unavailable, Paul Buntz presented financial statements included in the August 12 packet to the trustees.

6) Report on allocations made to assess the DIA for General Liability Insurance, IT Service Fees, and Audit Fees

With Tim Rundel leaving the services of the city there will need to be a follow-up with Judy Siemens with this item. Dennis Garrett made a motion to table this item until the next meeting. Seconded by Jeff Shattuck. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Chris Pierce, Janet Reed, Jeff Shattuck

Nay: None

7) Consideration and Action – Durant Industrial Authority Claims – June 2019 - Chairman

Paul Buntz reviewed the claims for the Durant Industrial Authority:

○ Durant Area Chamber of Commerce	\$1385.00
○ AT&T Mobility.....	\$56.92
○ Paul S. Buntz.....	\$3637.50
○ Loucinda French	\$30.00
○ Jennifer Taylor.....	\$150.00
○ Oklahoma Department of Commerce	\$7020.66
○ Center Economic Development Law	\$2,275.00
○ Cheryl Jackson.....	\$2,407.61
○ John Jackson	\$2,407.60
○ TOTAL	\$19,370.29

A motion was made to approve the claims by Janet Reed. Jeff Shattuck seconds the motion. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Chris Pierce, Janet Reed, Jeff Shattuck
Nay: None

8) Consideration transfer of funds to reimburse DIA Operating Fund 20 for legal fees for Tax Increment Financing District 3 (Tubacex Durant/Project Hickory) from the Economic Development Sales Tax Fund 110.

Paul Buntz explained that the reimbursement requested by the authority last month in the amount of \$50,716.74 was approved by city council. This item would be the authority approves the transfer of funds in their account. A motion was made by Janet Reed to approve the transfer. Steve Brittingham seconds the motion. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Chris Pierce, Janet Reed, Jeff Shattuck
Nay: None

9) Consideration partnering with the Durant Chamber of Commerce for Industrial Appreciation Month Program for October 2019.

Janet Reed asked the authority about partnering with the Durant Chamber for an appreciation lunch or dinner for the major industries in town in October during manufacturing month. Dennis Garrett made a motion to approve partnering with the chamber without financial support until a dollar amount is set. Jeff Shattuck seconds the motion. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Chris Pierce, Janet Reed, Jeff Shattuck
Nay: None

10) Review advisory opinion from the Center for Economic Development Law regarding authorized uses of the ¼-cent economic development sales tax enacted by City of Durant Ordinance No. 1408.

The Center for Economic Development Law had offered to review the ¼-cent sales tax ordinance to see if it would allow a purchase of land. Upon review, they believe it does with some limitations and procedures and precautions would need to be laid out. They have offered to develop a policy and procedure moving forward. Dennis Garrett made a motion for Paul Buntz to begin working with the Center for Economic Development Law and the City of Durant to see if this can work and to write the necessary policy and procedures. Seconded by Jeff Shattuck. The motion carried by:

*Jeff Hammock entered the meeting at 3:20 PM *

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Chris Pierce, Janet Reed, Jeff Shattuck
Nay: None

11) Consideration and possible action to authorize the Center for Economic Development Law to provide recommendations for an industrial development strategy, to be submitted to the Board of Trustees for future consideration.

Jeff Hammock made a motion to table this item until a cost and list of what can expected from them is provided. Seconded by Janet Reed. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Chris Pierce, Janet Reed, Jeff Shattuck
Nay: None

12) Update on Durant Industrial Authority Projects and Related Items – Paul Buntz

Paul Buntz updated the trustees on current projects and related items. Report included in the August 12, 2019 packet.

13) Information Items

- a. Oklahoma Economic Indicators for June 2019**
- b. Oklahoma Employment Report**
- c. New Construction in Durant Exhibit**
- d. Choctaw Community Partner Economic Development Report**

Trustees reviewed the information items included in the August 12, 2019 packet.

14) Consider Executive Session for the Durant Industrial Authority to discuss items (Executive Session Authorize by Title 25, Section 307B.1 and 307B.3 of the Oklahoma State Statues)

- a. Discussion hiring, compensation, and employment contract of new Executive Director.**

A Motion was made by Janet Reed to enter into executive session. Jeff Hammock seconds the motion. The motion carried by;

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Chris Pierce, Janet Reed, Jeff Shattuck
Nay: None

15) Consider Motion to Return to Regular Session – Chairman Pierce

A motion was made by Janet Reed to return to regular meeting. Seconded by Jeff Hammock. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Chris Pierce, Janet Reed, Jeff Shattuck
Nay: None

16) Consideration and Action Pursuant to Items 11a. and 11b. above – Chairman Pierce

No Action Taken

17) Durant Industrial Authority New Business – Chairman Pierce

No Action Taken

18) Adjournment – Chairman

A motion was made by Janet Reed to adjourn the meeting. Seconded by Jeff Hammock. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Chris Pierce, Janet Reed, Jeff Shattuck
Nay: None

19) Meet with Economic Development Council Immediately following DIA Meeting for general discussion of economic development in Durant.

No Action Taken – Did not meet.