

Durant Industrial Authority

MINUTES OF THE DURANT INDUSTRIAL AUTHORITY REGULAR MEETING September 9, 2019 AT 3:00 P.M.

1) Call to Order –

Vice Chairman Dennis Garrett 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, Dennis Garrett, Jeff Hammock, Janet Reed, Ashley Stuteville

The following members were absent: Sean Burrage, Tammye Gwin, Chris Pierce, Jeff Shattuck

The following guests were present at this month's meeting: John Cathey, Michael Clements, Robert Holliday

3) Opening Invocation – Jeff Hammock

4) Consideration and Action – Approval of Minutes of Regular Meeting for August 12, 2019 – Chairman

A motion was made by Jeff Hammock to approve the minutes as presented. Janet Reed seconds the motion. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Janet Reed, Ashley Stuteville

Nay: None

5) Review Industrial Authority Financial Reports – An-Chen Lai

An-Chen Lai was unavailable, Paul Buntz presented financial statements included in the September 9 packet to the trustees.

6) Further consideration revisions to allocations made to assess the DIA for General Liability Insurance, IT Service Fees, Audit Fees, and any other allocations included in the FY 2020 Budget.

Paul Buntz requested this be tabled again. With An-Chen coming back on board he is scheduling a meeting with her to discuss this. A motion was made by Janet Reed to table this agenda item. Seconded by Jeff Hammock. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Janet Reed, Ashley Stuteville

Nay: None

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

Paul Buntz reviewed the claims for the Durant Industrial Authority:

○ AT & T Mobility.....	\$58.16
○ Center Economic Development Law	\$1475.00
○ Cheryl Jackson.....	\$2407.61
○ Durant Area Chamber of Commerce	\$1385.00
○ Loucinda French	\$60.00
○ Jennifer Taylor	\$150.00
○ John Jackson	\$2407.60
○ Oklahoma Department of Commerce	\$7020.66
○ Paul Buntz.....	\$3637.50
○ The State Chamber.....	\$499.00
○ TOTAL	\$19,100.53

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

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Janet Reed, Ashley Stuteville
Nay: None

8) Consideration and possible action on proposal from the Center for Economic Development Law to provide recommendations for an industrial development strategy.

Paul Buntz recommended the authority take no action at this time. Not until the current recommendation is brought to the city attorney and city council. The authority agreed. No Action Taken.

9) 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 September 9, 2019 packet.

10) Information Only

- a. Bryan County Sales Tax by NAICS Code**
- b. Choctaw Nation Community Partner Report**
- c. Oklahoma Unemployment Rates**

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

Trustees reviewed the information items included in the September 9, 2019 packet.

11) 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.**
- b. Discussion of the purchase or appraisal of real property for Economic Development.**

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, Janet Reed, Ashley Stuteville
Nay: None

12) Consider Motion to Return to Regular Session – Chairman

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, Janet Reed, Ashley Stuteville
Nay: None

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

No Action Taken

14) Durant Industrial Authority New Business – Chairman

- Janet Reed asked for next month’s agenda to include discussion of where the director’s salary would be paid from, her understanding was that once the contract was signed with the City they would take over the Director salary.

15) Adjournment – Chairman

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

Aye: Steve Brittingham, Dennis Garrett, Jeff Hammock, Janet Reed, Ashley Stuteville
Nay: None

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

No Action Taken – Did not meet.