



# Durant Industrial Authority

## MINUTES OF THE DURANT INDUSTRIAL AUTHORITY MEETING February 12, 2018 at 3:00 p.m.



**I. Call to Order .....Greg Massey**  
Chairman Massey called the meeting to order at 3:00 p.m., declared a quorum present, and opened the meeting.

**II. Opening Invocation.....Tammye Gwin**

**III. Roll Call ..... Laura Voorhies**  
The following Durant Industrial Authority members were present: Billy Blackburn, Tammye Gwin, Jeff Hammock, Greg Massey, Darrell Mendez, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker

The following member was not present: Sean Burrage

The following Support Staff member was present: Paul Buntz and Laura Voorhies

The following guests were present at this month’s meeting: Charles Calhoun, Tim Rundel, An-Chen Lai, and Jim Thorpe

**IV. Consideration and Action of the January 8, 2017 Minutes for the Regular Called Meeting ..... Chairman Massey**  
A motion was made to approve by Jeff Hammock and Janet Reed seconds the motion. The motion carried by:

Aye: Billy Blackburn, Tammye Gwin, Jeff Hammock, Greg Massey, Darrell Mendez, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker

Nay: None

Absent: Sean Burrage

Non-Voting Members: Tammye Gwin

**V. Review the Durant Industrial Authority Financial report for month ending December 2017 ..... An-Chen Lai**  
An-Chen Lai reviewed the Financial Reports for the Durant Industrial Authority:

A. The Economic Development-Fund 110 Balance Sheet showed:

Total Assets: \$826,730.84 and Total Liabilities \$0.00

Total Liabilities & Fund Balance \$826,730.84

B. The Economic Development-Fund 110 Income & Expense Statement revealed:

Total Revenue \$91,609.32 and Total Expenses \$0.00

Net Change in Fund Balance: \$91,609.32

C. The Durant Industrial Authority-Fund 020 Cash, Current Receivables & Liability Summary was:

Cash Accounts \$4,180,527.77 + Current Receivables \$724,975.29 = Total: \$4,905,503.06

Current Liabilities \$19,326.14 + Long Term Debt \$1,105,128.54 = Total: \$1,124,454.68

D. The Durant Industrial Authority-Fund 020 Income and Expense Statement showed:

Total Revenues \$148,213.14 - Expenses & Fund Reserve \$35,044.49 = Net Change in Fund Balance: \$113,168.65

Chairman Massey stated that on the notes payable, the budget will be redone based on the conversations between he, Tim Rundel and the auditors. The sales tax money in account 110 is part of economic development and can pay for developing commerce. Somehow it was shifted to account 020 and should be moved back to account 110. The next board meeting in March we should have when it will take effect.

Tim Rundel advised that has yet to be finalized on when it will go into effect.

An-Chen Lai stated that there are seven (7) debt service loan and out of those seven (7) only three (3) were reimbursed.

Chairman Massey stated that only the matching receivables to payables are the only ones that are to be moved. If it is only a payable, it stays with account 110.

**VI. Consider Approval of Durant Industrial Authority Claims Month Ending January 2018..... Chairman Massey**

Chairman Massey reviewed the claims for the Durant Industrial Authority:

◇ Durant Area Chamber – Copies and Office Rent .....	1,385.00
◇ AT&T – Cell Phone.....	12.32
◇ AT&T Office Phone .....	53.09
◇ Conway Data (Site Selection Ad).....	980.00
◇ Crawford & Associates (Auditing).....	154.20
◇ Computer Services.....	225.00
◇ JP Morgan Chase .....	0.00
◇ Fuelman .....	0.00
◇ Southern Workforce Board.....	500.00
◇ OK Southeast.....	400.00
◇ Paul Buntz Contract.....	2,831.25
◇ Lucinda French – Office Cleaning (two months).....	30.00
◇ Oklahoma Department of Commerce – CDBG Loan Payments .....	7,020.66
◇ Cheryl Jackson – Cardinal Glass Land Principal/Interest .....	2,407.61
◇ John Jackson – Cardinal Glass Land Principal/Interest.....	2,407.60

Janet Reed stated that there has been an AT&T long distance amount on the claims for an office phone. The Chamber of Commerce owns the phones/system and pays the bills, there should not be a charge to the DIA for an office phone, only the cell phone.

Chairman Massey asked if the DIA received the bills.

Laura Voorhies stated that the City received all of those types of bills, we never see them until the claims are sent over.

An-Chen Lai advises she would look into it and report back.

A motion was made to approve by Martin Tucker. Darrell Mendez seconds the motion. The motion carried by:

Aye: Billy Blackburn, Tammye Gwin, Jeff Hammock, Greg Massey, Darrell Mendez, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker

Nay: None

Absent: Sean Burrage

Non-Voting Members: Tammye Gwin

**VII. Consideration and Action – Contract Between the City of Durant and the Durant Industrial Authority ..... Chairman Massey**

Chairman Massey stated that he spoke with the City Attorney about a question of, can the Authority have an employee that is a City employee. He is going to look and verify if that is legal or not prior to us hiring and executive director.

Paul Buntz stated that he believes they can, if the City supervises them.

Jerry Tomlinson stated it would be bet to address this issue now with the correct legal language to institute so the DIA and the City Council can be in agreement and not have any legal issue hanging about. We need this answered prior to doing anything with this contract.

Charles Calhoun stated that the director is actually in the trust and the City won't hire the position and the DIA will pay for the expenses.

Jerry Tomlinson advised that the City is the employer.

Chairman Massey advised that the DIA board will do the hiring of the executive director, but he/she will report to the City Manager for day to day needs; making a conduit to the city. The executive director will work for the DIA Board but be involved with the City. The City pays the trust to the DIA, the DIA hires the employee and the City agrees to pay the benefits. Charles is saying that the DIA should pay the benefits, but we are verifying that we can have City benefits by being a trust of the City. When the City Attorney has this information, we will call a special meeting to discuss and finalize the contract.

Paul Buntz stated that the DCUA is a public trust with the City as well.

Jerry Tomlinson advised that he will call a special meeting for the City Council as well, once the City Attorney has the correct information.

Chairman Massey states there is no action to be taken on this contract.

**VIII. Update of Durant Industrial Authority Projects ..... Paul Buntz**

Paul Buntz stated there was a site visit from Project H2O today. We are one of the final two finalists.

Chairman Massey advised that the issue is the amount of dirt work on our site, the infrastructure, industrial access to the site from CMC and a rail spur. This is a deep value company that would be good for the community.

Paul Buntz advised that Project Hickory should make their decision by the end of February.

Paul Buntz stated that Durant is one of six for Project A.

Paul Buntz advised that CMC is in operation and have approximately 150 employees and that will increase when they move to 24 hour shifts.

Janet Reed advised that CMC will have their grand opening on April 27, 2018.

**IX. Consider Executive Session for the Durant Industrial Authority – Executive Director Job Search (Executive Session Authorized by Title 25, Section 307B.1 of the Oklahoma State Statue)..... Chairman Massey**

Chairman Massey advised there was no need to go into Executive Session. He passed out a preliminary flyer for the executive director position for review and comment.

**X. Consider Motion to Return to Regular Session ..... Chairman Massey**

Did not go into Executive Session

**XI. Consideration and Action Pursuant to Item X. Above..... Chairman Massey**

No Action Taken per Chairman Massey.

**XII. Durant Industrial Authority New Business..... Chairman Massey**

Janet Reed advised the annual Chamber Banquet is February 17, 2018 at 7:00 PM.

Chairman Massey stated he received information on opportunity zones from the CMC TIF attorney.

Tammye Gwin stated that to qualify, they must be in distressed areas and the Choctaw Nation is participating. It will basically be the New Market Tax Credit areas. I will obtain more information and get to all for review.

Paul Buntz advised he would speak with the CMC TIF attorney to obtain more information.

**XII. Adjournment ..... Chairman Massey**

A motion was made by Jeff Hammock. Janet Reed seconds the motion. The motion carried by:

Aye: Billy Blackburn, Tammye Gwin, Jeff Hammock, Greg Massey, Darrell Mendez, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker

Nay: None

Absent: Sean Burrage

Non-Voting Members: Tammye Gwin