

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 4th day of August, 2020 and that an agenda of said meeting was posted at the place of such meeting at 2:45 p.m. on August 28th, 2020.

**MINUTES OF THE REGULAR MEETING OF THE DURANT INDUSTRIAL AUTHORITY  
OF September 1<sup>st</sup>, 2020 AT 3:00 PM, Roscoe J. Hatfield Council Chambers, 300 West  
Evergreen, Durant, Oklahoma**

**1. Call to Order**

Vice-Chairman Jeff Hammock called the meeting to order at 4:02 p.m.

**2. Roll Call**

Attended in Person:

Trustee Edwin Boothe  
Trustee Jeff Shattuck  
Trustee Steve Brittingham  
Trustee Brandon Johnson  
Vice Chairman Jeff Hammock

Attended Via Zoom Teleconference:

Trustee Ashley Stuteville

Absent:

Chairman Chris Pierce  
Advisory Member Tammye Gwin  
Advisory Member Mike Goodwin

**3. Opening Invocation**

Vice Chairman Hammock provided the invocation.

**4. Consideration and Action - Approval of Minutes of Regular Meeting of August 4, 2020**

APPROVED

Motion was made by Trustee Stuteville and seconded by Trustee Johnson to approve the regular called meeting minutes of August 4, 2020.

Ayes: Boothe, Hammock, Johnson, Shattuck, Brittingham, Stuteville

Abstain:

Nay:

**5. Review of Industrial Authority Financial Reports**

Trustee Johnson presented the Authority Financial Reports.

**6. Consider and Action – Durant Industrial Authority Claims – July 2020**

APPROVED

○ Governors Econ Dev Marketing Team	\$500.00
○ DIA License Acquisition	\$5,200.00
○ Cheryl Jackson	\$2,407.61
○ John Jackson	\$2,407.60
○ Oklahoma Department of Commerce	\$2,083.34
○ Oklahoma Department of Commerce	\$1,666.67
○ Oklahoma Department of Commerce	\$1,666.48
○ Oklahoma Department of Commerce	\$1,250.00
○ Oklahoma Department of Commerce	\$354.17
○ <b>TOTAL</b>	<b>\$17,535.87</b>

Ayes: Boothe, Hammock, Johnson, Shattuck, Brittingham, Stuteville

Nay: None

**7. Consider and Take Action on Changing Monthly Meeting Time.**

APPROVED

Lisa Taylor came up to speak about changing their monthly meeting time. The Authority voted on it last month to make it on the first Tuesday of every month at 3:00 PM. However, the Authority did not realize the DCFA met on the first Tuesday quarterly at 3:00 PM. Purpose to keep the meeting day, but change the time to 4:00 PM so there are no scheduling conflicts.

Motion was made by Trustee Shattuck and seconded by Trustee Brittingham to approve of the new meeting time.

Ayes: Boothe, Hammock, Johnson, Shattuck, Brittingham, Stuteville

Nay: None

**8. Consider and Take Action on Easement Request from Rural Water and Sewer District #5**

APPROVED

From the previous DIA meeting, Executive Director Lisa Taylor addressed the Authority Board and stated Rural Water and Sewer District #5 had requested an easement from UPS out across a parcel of vacant property owned by the DIA. Ms. Taylor stated she still has received an accurate legal description from Rural Water and Sewer District #5. Jeff Jackson from Rural Water and Sewer District #5 gave a description of the easement to extend it out and take in smaller water lines. Marty Pope came up to speak about the City's standpoint. Marty stated that they are buying water from us anyways and that Rural Water and Sewer District #5 would just be paying for more water from the City. Furthermore, Marty mentioned that the land would not be any more unusable than it already is. Trustee Johnson asked about a map or a survey. There is a map attached to the previous month's agenda.

Motion was made by Trustee Shattuck and seconded by Trustee Boothe to grant the easement.

Ayes: Boothe, Hammock, Johnson, Shattuck, Brittingham, Stuteville

Nay: None

## **9. Information Items**

### **a. Executive Director's Report**

Executive Director Lisa Taylor presented her report to the Board. Ms. Taylor stated she received the Phase 1 Environmental Site Assessment from Terracon. Property has been brush hogged. Real Estate Committee has met a couple of times since last meeting. Also, September 14<sup>th</sup>, 2020, there will be an Economic Development Council meeting at 4:00 PM. Ms. Taylor has encouraged individuals from the DIA members to attend if they can. Brent Kisling will be in attendance to speak with local plant managers. Ms. Taylor has been speaking with attorney Matt Mickle will type in the bylaws for a cost of \$500 dollars. Later in the month, there will be RFI training in Oklahoma City, they will be inviting in a team of representatives from Insight.

## **10. New Business**

There was no new business.

## **11. Adjournment**

Motion was made by Trustee Stuteville and seconded by Trustee Johnson to adjourn meeting.

Motion passed with the following vote:

Ayes: Boothe, Hammock, Johnson, Shattuck, Brittingham, Stuteville

Nay: None

This is to certify that the foregoing is a true and complete copy of the original minutes in draft form. The minutes contained herein have not been approved by the Durant Industrial Authority and are scheduled to appear on the October 6, 2020 regular agenda for consideration.

**BLAKE M. HOFFMAN, ADMINISTRATIVE SPECIALIST  
CITY OF DURANT, OKLAHOMA**

---