



Durant Industrial Authority

MINUTES OF THE DURANT INDUSTRIAL AUTHORITY MEETING December 11, 2017 at 3:00 p.m.



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

II. Opening Invocation Billy Blackburn

III. Roll Call Laura Voorhies
The following Durant Industrial Authority members were present: Billy Blackburn, Sean Burrage, Tammye Gwin, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker

The following member was not present: Darrell Mendez

The following Support Staff member was present: Laura Voorhies

The following guests were present at this month’s meeting: John Cathey, Greg Buckley, Tim Rundel, Matt Nahrstedt, Charles Calhoun and Ron Boyer

IV. Consideration and Action of the November 13, 2017 Minutes for the Regular Called Meeting..... Chairman Massey
A motion was made to approve by Janet Reed and Martin Tucker seconds the motion. The motion carried by:

Aye: Billy Blackburn, Sean Burrage, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker
Nay: None
Non-Voting Members: Tammye Gwin and President Sean Burrage

V. Review the Durant Industrial Authority Financial report for month ending September 2017 Chairman Massey
Chairman Massey reviewed the Financial Reports for the Durant Industrial Authority:

- A. The Durant Industrial Authority-Fund 020 Cash, Current Receivables & Liability Summary was:
Cash Accounts \$4,079,655.33 + Current Receivables \$769,993.31 = Total: \$4,849,648.64
Current Liabilities \$17,163.22 + Long Term Debt \$1,126,373.25 = Total: \$1,143,536.47
- B. The Durant Industrial Authority-Fund 020 Income and Expense Statement showed:
Total Revenues \$3,333.15 - Expenses & Fund Reserve \$65,917.90 = Net Change in Fund Balance: (\$62,584.75)
- C. The Economic Development-Fund 110 Balance Sheet showed:
Total Assets: \$636,404.78 and Total Liabilities \$0.00
Total Liabilities & Fund Balance \$636,404.78
- D. The Economic Development-Fund 110 Income & Expense Statement revealed:
Total Revenue \$97,841.37 and Total Expenses \$0.00
Net Change in Fund Balance: \$97,841.37

Chairman Massey stated An-Chen Lai, City Treasure will present the financials going forward.

VI. Consider Approval of Durant Industrial Authority Claims Month Ending October 2017.....Chairman Massey

.....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	12.40
◇ AT&T Office Phone.....	53.01
◇ Conway Data (advertising).....	980.00
◇ Crawford & Associates (Auditing)	49.58
◇ JP Morgan Chase.....	21.61
◇ Thomas Marcum (City Invoice).....	70.00
◇ Lucinda French – Office Cleaning (two months).....	30.00
◇ Choctaw Print Service (Business Cards).....	65.10
◇ 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

A motion was made to approve by Janet Reed. Martin Tucker seconds the motion. The motion carried by:

Aye: Billy Blackburn, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker
Nay: None
Non-Voting Members: Tammye Gwin and President Sean Burrage

VII. Consideration and Action – Selection of New Durant Industrial Authority Board Member-Replacement for Kyle McLemore Chairman Massey

Chairman Massey advised that Curtis Armor does not live within the Durant city limits (lives approximately 300 feet out of the limits), therefore is ineligible to be a board member per the Bylaws. The options now are to have Jeff Hammock or reinstate Kyle McLemore.

Janet Reed suggested the Bylaws needed to be reviewed and possible adjusted to allow for issues like this, as it is the second time for this specific issue.

Chairman Massey stated that may be something that needs to be addressed at a later date, but for now we must go by the current Bylaws.

A motion was made to approve Jeff Hammock by Billy Blackburn. Sean Burrage seconds the motion. The motion carried by:

Aye: Billy Blackburn, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker
Nay: None
Non-Voting Members: Tammye Gwin and President Sean Burrage

VIII. Update of Durant Industrial Authority Projects Paul Buntz

Paul Buntz stated Project H2O would be coming for another visit on December 12, 2017 to discuss the access road, after they visit a city in Texas.

Chairman Massey stated that when they were here last, we presented a good proposal and hope they choose Durant.

Paul Buntz advised that we had a site visit with Project Hickory, which is also looking at another city in Texas. We hope to hear from them soon.

The CDBG for SteelFab will be submitted soon, we were waiting on some information from the company before it could be submitted and approved.

Paul Buntz met with Steve Schellenburg working with Choctaw Nation in regards to marketing for Bryan County.

Paul Buntz advised that the CMC plant would be in full production by the end of December 2017.

Paul Buntz advised that the Oklahoma Department of Commerce forgave the Earth Biofuels loan again for another year.

IX. New Business Chairman Greg Massey
Chairman Massey asked to move new business to #IX.

Chairman Massey wanted to discuss the property tax. He has been speaking with Charles Calhoun and it was brought to his attention that the properties that have come into Durant the last couple of years need to be appraised in order for the Assessor to assign correct amounts for tax purposes.

Charles Calhoun stated that he discovered that the assessor will hire the appraisal company and the TIF appropriates the funds.

Chairman Massey states that the CMC appraisal will be paid for out of the TIF funding.

Tim Rundel introduced Matt Nahrstedt, the new City Planner with the company ITBS and Greg Buckley, the new City Administrative Services person

X. 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

A motion was made to go into Executive Session by Jerry Tomlinson. Sean Burrage seconds the motion. The motion carried by:

Aye: Billy Blackburn, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker

Nay: None

Non-Voting Members: Tammye Gwin and President Sean Burrage

XI. Consider Motion to Return to Regular Session Chairman Massey

A motion was made to return to regular session by Martin Tucker. Sean Burrage seconds the motion. The motion carried by:

Aye: Billy Blackburn, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker

Nay: None

Non-Voting Members: Tammye Gwin and President Sean Burrage

XII. Consideration and Action Pursuant to Item X. Above Chairman Massey

No Action Taken per Chairman Massey.

XIII. Consider Executive Session for the Durant Industrial Authority – Purchase of Real Property (Executive Session Authorized by Title 25, Section 307B.3 of the Oklahoma State Statue)..... Chairman Massey

A motion was made to go into Executive Session by Jerry Tomlinson. Sean Burrage seconds the motion. The motion carried by:

Aye: Billy Blackburn, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker
Nay: None
Non-Voting Members: Tammye Gwin and President Sean Burrage

XIV. Consider Motion to Return to Regular Session Chairman Massey

A motion was made to return to regular session by Martin Tucker. Sean Burrage seconds the motion. The motion carried by:

Aye: Billy Blackburn, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker
Nay: None
Non-Voting Members: Tammye Gwin and President Sean Burrage

XV. Consideration and Action Pursuant to Item XIII. Above..... Chairman Massey

No Action Taken per Chairman Massey.

XVI. Adjournment Chairman Massey

A motion was made to approve by Janet Reed. Billy Blackburn seconds the motion. The motion carried by:

Aye: Billy Blackburn, Chairman Greg Massey, Janet Reed, Mayor Jerry Tomlinson and Martin Tucker
Nay: None
Non-Voting Members: Tammye Gwin and President Sean Burrage