

# Durant Industrial Authority

## MINUTES OF THE DURANT INDUSTRIAL AUTHORITY REGULAR MEETING July 8, 2019 AT 3:00 P.M.

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### 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, Chris Pierce, Jeff Shattuck, Ashley Stuteville  
(\* Denotes partial attendance)

The following members were absent: Tammye Gwin, Jeff Hammock, Janet Reed

The following guests were present at this month's meeting: Curtis Armor, John Cathey, Michael Clements, Robert Holliday, Judy Siemens, Tim Rundel

### 3) Opening Invocation – Paul Buntz

### 4) Consideration and Action – Approval of Regular Meeting of June 10, 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, Chris Pierce, Jeff Shattuck, Ashley Stuteville  
Nay: None

### 5) Review Industrial Authority Financial Reports – Judy Siemens

Judy Siemens presented financial statements included in the July 8 packet to the trustees.

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

Tim Rundel presented to the authority that the Audit and IT fees will come down on this year's budget. They are still looking at the Liability Insurance claim and will know next month. There will be an agenda item for a budget decrease available next month.

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

Paul Buntz reviewed the claims for the Durant Industrial Authority:

○ Loucinda French .....	\$30.00
○ Paul S. Buntz.....	\$4818.43
○ AT&T.....	\$55.53
○ Jennifer Taylor.....	\$150.00
<del>○ Aubrey Weatherford .....</del>	<del>\$900.00</del>
○ Oklahoma Department of Commerce .....	\$7020.66
○ Durant Area Chamber of Commerce .....	\$1385.00
○ Cheryl Jackson .....	\$2407.61
○ John Jackson .....	\$2407.60
<b>TOTAL .....</b>	<b>\$18,274.83</b>

A motion was made to approve the claims minus the Aubrey Weatherford claim by Jeff Shattuck. Ashley Stuteville seconds the motion. The motion carried by:

Aye: Steve Brittingham, Chris Pierce, Jeff Shattuck, Ashley Stuteville

Nay: None

**8) Consideration request to the Durant City Council for reimbursement of legal fees for Tax Increment Financing District 3 (Tubacex Durant/Project Hickory) for the Economic Development Sales Tax Fund, and approval of requested transfer of funds.**

Paul Buntz presented to the trustees that as of today the DIA has paid \$50,716.34 of legal fees to the Economic Law Firm, upon research it was discovered that these fees are appropriate to fall under the ¼ cents sales tax. This motion would allow the DIA to request reimbursement from city council for the full amount.

A motion was made by Jeff Shattuck to request reimbursement from city council for the full reimbursement. Seconded by Ashley Stuteville. The motion carried by:

Aye: Steve Brittingham, Chris Pierce, Jeff Shattuck, Ashley Stuteville

Nay: Non

**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 July 8, 2019 packet.

**10) Information Items**

**a. Economic Reports**

**b. Economic Scorecard Report for Bryan County**

Members of the authority review the Information Items included in the July 8, 2019 packet.

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

- a. Further discussion terms of Sale of Property and Project Energy**
- b. Discussion hiring, compensation, and employment contract of new director**

A motion was made by Steve Brittingham to enter into Executive Session. Jeff Shattuck seconds the motion. The motion carried by:

Aye: Steve Brittingham, Chris Pierce, Jeff Shattuck, Ashley Stuteville  
Nay: None

\* Dennis Garrett entered the meeting during Executive Session.

**12) Consider Motion to Return to Regular Session - Chairman**

A motion was made by Dennis Garret to return to regular session. Seconded by Ashley Stuteville. The motion carried by:

Aye: Steve Brittingham, Dennis Garrett, Chris Pierce, Jeff Shattuck, Ashley Stuteville  
Nay: None

**13) Consideration and Action Pursuant to Items 12a. and 12b. above - Chairman**

No Action Taken

**14) Durant Industrial Authority New Business – Chairman**

No New Business

**15) Adjournment – Chairman**

A motion was made by Dennis Garrett to adjourn the meeting. Seconded by Jeff Shattuck. The motion carried by:

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