MEETING MINUTES
KBJ Economic Development Joint Powers Board
Bomber Mountain Community Center – Buffalo, WY
April 12, 2017 @ 8:00 A.M.

Members Present:

Bob Snowden, Chair	*Randy Dyess, Vice-Chair*	*Travis Lawrence*	
Richard Griffith	*Mike Johnson-Mayor*	*Bill Novotny*	
Dave Simonsen	*Johnnie Pond*	*Tom Knapp*	

Members Absent:
Crosby Taylor
Delbert Eitel

Staff: Claudia Todd

I. **CALL TO ORDER AND INTRODUCTIONS:** Chairman Bob Snowden called the meeting to order at **8:03 A.M.**

Guests Present: *None*

II. **REVIEW/ACCEPT MEETING MINUTES:** Dyess motioned to accept. Pond seconded. Motion carried.

III. **FINANCIALS:** Lawrence had no questions regarding the audit. He stated that the net use of cash could be the result of timing from when the grant funding was received and when it was spent.

IV. **CEO'S REPORT:**

a. **Building update** – The boiler portion of the heating system at the West Entrance of the building is not working and as of right now it is shut off due to high repair cost. The decision was made to shut off boilers until repairs can be made.

b. **Audit/Review update** – Review was completed on the audit for year ending 6/30/17.

V. **PUBLIC COMMENT PERIOD:** No comments.

VI. **STATUS REPORT ON PROJECTS:**

CFP Grant update – Dave is working with the Wyoming Business Council to get the painting approved through the Community Facilities Program grant.

NEW BUSINESS:

A. **Discussion/Action item: LBI Update & Proposal** – Snowden and Simonsen visited with LBI. The business has sold to Jim Nieman. Bob Snowden mentioned the options to either continue with the lease or end the lease and start a new one.

B. Dave Simonsen met with USDA Community Economic Development Coordinator Chad Stovall. Mr. Stovall suggested that JOCO First request a planning grant for the amount of $25,000.00. This amount could help with covering transportation and incidentals for the project. Dave Simonsen proposed Claudia Todd to help prepare the grant.

Dave Simonsen raised the question if the County would be the applicant for the Tech Park. The City is a partner in the application program. No decision was made.

C. **Discussion/Action item: Project update** – As of April 4th both the County and the City officially approved the funding for the project which was highly appreciated by JOCO First C.E.O. Dave Simonsen. The owner of the project Mr. Gopal is setting an itinerary for a site visit which will be in about two weeks from now. Dave Simonsen further stated that the meeting with the Sheridan College went very well. Dr. Ewers, Dr. Jensen, Dr. Susan Bigelow, Derek Andrews attended and Dave Simonsen was leading this meeting.

Attorney Ben Kirven is finalizing the contract for the project which should be done by Friday April 14th. Dave Simonsen requested a formal approval for the request on the USDA grant application. Knapp made a motion, Pond second. Motion carried. Dyess made a motion to use the line of credit. Knapp second. Motion carried.

VII. OTHER BUSINESS:

A. Next meeting Date (**April 26, 2017**)
*Next regular meeting is sche*duled for April 26, 2017 at 8 A.M. at Bomber Mountain Civic Center.

B. **Open to Board Members** – Travis Lawrence voiced a concern about the legislature negative messages about Economic Development. He suggested to address this issue in the future.

C. **Dan Rogers** was brought up since he is wanting to purchase the 18 Plains Dr. Building incl. 1.9 acres and the shop. The board members decided to only accept a written offer. A letter is going to be send out later this week to request a written offer.

ADJOURN: Meeting adjourned at **9:29 A.M.** Minutes prepared by Claudia Todd and certified for accuracy by:

Item II - Approval of the Meeting Minutes:

Bob Snowden Date: 5/10/17.
Chair, Bob Snowden

Attested by:

Date: 5/11/17.
Vice-Chair