

MEETING MINUTES
KBJ ECONOMIC DEVELOPMENT JOINT POWERS BOARD
BOMBER MOUNTAIN CIVIC CENTER - BUFFALO, WY
March 13, 2019 @ 8:00 A.M.

Members present:

Bill Novotny
Rick Myers, Treasurer
Rich Griffith
Vacancy
Staff: Claudia Todd

Shann Edwards, Secretary
Zac Smith
Shane Schrader

Members absent:

Crosby Taylor
Tom Knapp
Randy Dyess

Guests: Stephen Dow, Buffalo Bulletin; Mike Johnson; Ben Hostetler, Mountain Meadow Wool Mill; Scott Madsen, City Council; Derek Andrews, Sheridan College

I. CALL TO ORDER AND INSTRUCTIONS:

Treasurer Myers called the meeting to order at 8:02 A.M.

Guests were introduced as present

II. REVIEW/ACCEPT MEETING MINUTES:

February 13, 2019 meeting minutes reviewed (recorded by Shann Edwards).

Smith motioned to approve the February 13, 2019 meeting minutes as presented. Mayor Schrader seconded. No discussion. Motion carried.

III. FINANCIALS:

- a. **Treasurer's report on financial status** – Myers presented the financial report as of February 28, 2019. Our average reported rental income is about \$11,000 per month. Monthly expenses are averaging between \$14,000 and \$15,000 per month. Todd confirmed that she is invoicing Johnson County for marketing expenses for reimbursement. Griffith motioned to approve the Treasurer's report. Smith seconded. No discussion. Motion carried.
- b. **No finance committee report**

IV. STAFF REPORTS:

- a. **JOCO First/BMCC Update** – Todd provided a written building report. Todd further updated the Board on her contacts with renters. There have been two recent complaints regarding our tenant, Tom Torge. After discussion, Mayor motioned to terminate Tom Torge's lease with 30-days' notice. Griffith seconded. No discussion. Motion carried.
- b. **Lease Agreement Review** – The board agreed that Ben Kirven's office should be contacted and asked to review our lease agreement. The board wants included a provision that allows for early termination of a lease or the reduction of the termination notice period if the board determines there are grounds to do so. The board also prohibits anyone from living in any leased space or using the space for purposes other than stated in the lease.

- V. PUBLIC COMMENTS:** Ben Hostetler with Mountain Meadow Wool Mill shared that their new machines have arrived and small batch production started this week. He also notified the board that they have obtained a private investor that will be helping them move forward with their plans to purchase 22 Plains Drive. Ben indicated they would like to proceed in the near term. They are interested in purchasing 18 Plains Drive as well.

