

MEETING MINUTES KBJ ECONOMIC DEVELOPMENT JOINT POWERS BOARD

Town Hall, Kaycee, WY

September 27, 2023

Members present:

Tom Knapp, Vice Chair
John DeMatteis, Board Member
Mike Hanson, Board Member (by phone)
Zac Smith, Board Member
Mary Plank (by phone)
Barry Gehrig, Mayor of Kaycee
Staff present: Claudia Todd

Members absent:

Shann Edwards, Chair
Jeff Shelley, JCC
Shane Schrader, Mayor of Buffalo
Rick Myers, Treasurer

Guests: Wendy Smith, Sheridan College; Nikki Smerski, Chamber of Buffalo; Kristen DeGarlard, JCTA

I & II. CALL TO ORDER AND INSTRUCTION:

8:00AM Vice Chair Knapp calls meeting to order.

CONSENT AGENDA/MEETING MINUTES:

August 23, 2023, consent agenda including meeting minutes, financials, written staff report reviewed by the board. DeMatteis motions to approve the consent agenda. Smith second. Motion carries.

III. FINANCE COMMITTEE:

No update.

IV. FACILITIES COMMITTEE:

Knapp informed the board about the developments of the vandalism that happened mid-July destroying the fan and with that the cables attached releasing freon above the outside HVAC unit next to the large gym and West wing.

A police report was filed and Glatfelter building insurance was notified after receiving the bill (\$9,000) end of September. Bill has been paid, waiting for the response from the insurance.

Furthermore, Knapp raised the question on a different HVAC issue, could the boiler system potentially compensate for the loss of two compressors over the winter and does the facility need to consult an electrician regarding the ongoing issues. Compressors usually do not fail just like that as Powder River stated. There might be underlying issues such as electrical issues.

Knapp also mentioned that the new 90 min fire door for the large gym is ready to order with board approval. DeMatteis motioned to approve the 90min fire door. Smith second. Motion carried.

Knapp furthermore explained cost estimates replacing the West and East entrance doors have been placed. Waiting for contractors to produce cost estimates.

Vice Chair Knapp also updated the board about the roof leak at Mountain Meadow Wool (MMW). High Country Insulation was contacted to seal the leaking roof. Cost was \$850.

Knapp and DeMatteis updated the board about the possible buyer for MMW whereas MMW has first right of refusal. JOCO First carries the note. Next steps include informing Ben about the developments and suggesting to the County preparing an official document.

V. OLD BUSINESS:

No old business was discussed.

VI. NEW BUSINESS:

Todd gave an overview of upcoming events at BMCC, hired a new part-time employee, and attracted two new tenants for BMCC. Todd furthermore let the board know about the new AED device and Narcan station installation in the main hallway of the building.

Todd furthermore informed the board about an opportunity brought to JOCO First by the WY Business Council. The program has an allocation of \$2,800,000 to be extended as a grant submitted by Cities/towns to complete the preservation for former school facilities converted into community centers. The grant is due October 15th and several City and County community plans, structural assessments and estimates from contractors for renovations must be prepared.

A short discussion was held about what matching funds could be added to the grant application.

Wendy Smith with Sheridan College opened a discussion about implementing a lactation room/area at the West wing of Sheridan College.

Knapp informed the board about the BHS students voicing interest to bring the Haunted House event back to BMCC. Board members engaged in the conversation with siding towards denying the request due to the increased tenants that would feel disrupted and the counterproductive effect with preparing the buildings steadily increased occupancy.

DeMatteis motioned to deny the request of BHS to host the Haunted House 2023 at BMCC. Plank seconded. Motioned carried.

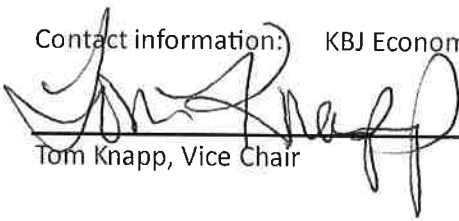
VII. OTHER BUSINESS:

Public Comment: No public comment.

ADJOURN:

The meeting adjourned at 8:54am.

Contact information: KBJ Economic Development (307) 620-2458


Tom Knapp, Vice Chair

Date: 10/24/2023

Attested by: Board Member

Date: