

## **Jefferson Local Development Corporation (JLDC)**

Meeting Minutes, July 18, 2012

Marks-Miller Post and Pole

*Board members and staff present:* Mark Fries, Darrell Miller, Kristi Wilson, Dick Norden, John Brower, Tom Lythgoe, Chris Rehor, Ed Handl, Tom Harrington and Tara Mastel.

Guests: none.

### **Call Meeting to Order**

The meeting was called to order at 2:15 p.m. by Tara Mastel. Minutes were not available for approval and there were no guests to introduce.

Tara read a resignation letter from JLDC President Sheila Hogan. Tara also shared that Sherri Rhodes has been hired as Administrative Aide for Economic and Community Development and will start July 23. Tammy Fisher will help train Sherri and then will be leaving.

### **Borden's**

Tara reported that USDA Rural Development is currently reviewing the project to determine if it is eligible. The interest rate is quite good and will be helpful to the cash flow of the project. Rocky Mountain Bank will likely still do the construction loan and they have ordered an appraisal for the project using an appraiser who is well versed in historic renovations. A representative from Wishneff and Associates visited the project and renewable energy incentives are being explored. Ed H. discussed heat pump technology and that he had recently attend training and was interested in the potential for utilization with this project. As soon as a financing package is assembled, staff will call an in-person meeting of the board to discuss and decide on the project. It was requested that a White Paper outlining the options be presented to help with the decision making process.

A closed session was held from 2:20 to 3:00 p.m. to discuss a confidential matter related to the management of the property.

### **Boulder South Campus**

Tara explained that we are still waiting for bids for the road improvements needed to complete the subdivision. There was a sewer backup in building 7 and the system is being evaluated. Plans are still in place for writing a grant for a Master Plan for the South Campus. The architect for Borden's and the Wishneff representative looked at the South Campus on their way through Boulder as a potential future Historic Tax Credit renovation project.

### **Sunlight Business Park**

A public relations video on the Golden Sunlight mine operations was presented that was very informative on the mining process and the sustainability program. The video was very professionally done by a local producer from Whitehall. Tom H. said that a local contractor is progressing on putting costs and a plan together for an office warehouse building at the business park. Staff met with a local realtor with MLS listing privileges from Missoula to Bozeman. The realtor would market the properties; list the properties on the MLS as well as Montanasiteselector.com. A proposal for the natural resource interpretive center planned for the Sunlight Business Park was received and is being evaluated. The feasibility costs are high and the project may need to be phased. Wind energy discussions continue with a couple of firms that are interested in a project at the site.

### **Community/Committee Meetings**

Updates were provided on the Eastern Resources mining operations in Boulder and Jefferson City. CTAC update was provided and the latest information on the concentrator project was provided as well as information on the new radar system that monitors ground movement. Tara M. reported on the TIFID committee and that a recommendation to repay the JLDC Sunlight Business Park infrastructure shortfall of around \$15,000 was approved. Discussed the North County Roundtable topic would involve a forum of candidates for public office tied

to Jefferson County. Discussed the current status of the Whitehall Urban Renewal District and Tara M. is working on a funding source to complete the project.

### **JLDC Administrative Items**

Tara noted that our president resigned because she sold her house and is relocating out of the area. Sheila will be hard to replace, but a new president will need to be identified. The item will be put on next month's agenda for discussion.

Annual meeting date and location was discussed. The consensus was to have the meeting at the Montana City Grill on September 6, 2012 given the excellent food and ease of planning.

Tara signed the letter of engagement with JCCS the auditors. They have excellent nonprofit experience and have done a good job over the past few years.

The audit committee will review the draft audit and approve it so that we can get the most recent audit to the bank. Troy from JCCS will come to JLDC's August meeting to present the financials to the board.

Tara discussed the budget process and that the JLDC and Extension budgets were presented to the county commission last week. The budget will be reviewed at the next meeting. JLDC budget was developed based on the annual planning session priority listing and identifies funding sources to assist with internal financial tracking and billing.

Tara discussed having staff take the lead on various projects and passed out the most recent project list with leads identified. Staff will continue to consult with each other on projects but will focus their efforts on the projects on which they are the lead.

The meeting ended at 4:10.

Respectfully submitted,

Tara Mastel