

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
SPECIAL MEETING
November 3, 2016

Members present: Steve Brown (2:07pm), ~~Larry Fisher~~, Russ Meyers, Thomas Ottaway, Scott Smith (Chairman), and Scott Turner

Members excused: Devin Hillam

Members absent: Brian Blad, *Larry Fisher*

Staff present: Dean Tranmer and Tiffany Olsen, City Legal Dept.; Melanie Gygli, Interim Planning Director; Joyce Stroschein, PDA Treasurer; and John Regetz, Bannock Development Corporation (ex-officio)

Chairman Smith called the meeting to order at 2:04 pm.

Introductions and Conflicts: No conflicts pertaining to the Agenda were disclosed. There were no guests in attendance.

1. Action and Discussion Items:

Agenda Item No. 1: Review Appraisal and Engagement Letter from Free and Associates for the VA Metals/Hoku Facility. Chair Smith reminded the Board that the appraisal of the Hoku property is the responsibility of the PDA under the Assignment of Lease Agreement with VA Metals. **T. Olsen** outlined the fees for the appraisal per the engagement letter from Gary Free with Free and Associates at between \$4,800 and \$6,400 with \$2,000 due immediately as a deposit. **R. Meyers** researched the firm and relayed to the Board they appear to be well known commercial and corporate appraisers and he felt good about employing their service. The appraisal is anticipated to be complete within 30 days from commencement. It was **MSC (R. Meyers, T. Ottaway)** to authorize Chair Smith to execute the engagement letter and direct J. Stroschein to issue a check to Free and Associates in the amount of \$2,000 for the requested deposit.

Agenda Item No. 2: Consideration of DeRive's Request Related to the Employment Benchmark within the Economic Development Grant Agreement. On October 21, 2016, **T. Olsen** received an email from David Thawley with DeRive Systems explaining that upon giving their Aberdeen employees notice of the move to the Pocatello facility, a number of employees tendered their resignation. As it stood that day, DeRive had 42 full time employees to make the move to the Pocatello facility and not 50 full time employees as it previously committed to in the Economic Development Grant Agreement. Thawley requested consideration of a lower minimum employment number in the amount of 35 employees. **T. Olsen** presented DeRive's request to the Board at which time the Board requested T. Olsen contact Thawley to find out how many months before DeRive will reach a staffing level of 50 full time employees. DeRive also provided the average wage per position within the company. The Board requested one average wage for all employees. **T. Olsen** will contact Thawley and provide more information at the next meeting on November 16, 2016.

2. Update on Other Items: The Board requested an update on The Bridge Restaurant relocation to the Yellowstone Hotel and the status of the bond claim on Quik & Kleen's surety bond for the Positron facility repair.

3. Adjournment:

There being no additional business on the Agenda, the meeting adjourned at 2:35 p.m.

By: 
Tiffany G. Olsen, Secretary