

Executive Committee Meeting Minutes

SEPTEMBER 30, 2015 12pm-1pm– Cut Bank Area Chamber of Commerce office

Present- LeAnne Kavanagh, Jeff Billman, Sissy Nygaard, Amy Overstreet & Amber Brandt

Jeff Billman called the meeting to order at 12:05pm

Corner Easement for Public Drug Building - Amber Brandt, Right of Way Specialist for the Montana Department of Transportation explained that with the Main Street project the MT DOT needs an easement for all corner properties on Main Street, including the Public Drug building. The easement would be 49 sq. feet and the payment would be \$500 as that is the minimum payment. The Main St. project will start the summer of 2016 and will be approx. 100-110 working days and construction will be in 2 block segments. The easement is a permanent easement and will transfer with the property. Amber stated that no alterations or changes will be made to the property contained within the easement, except possibly new concrete. LeAnne made a motion to approve the easement and right of way and Sissy 2nd the motion. Motion approved.

QEP Selection/Hiring for the Public Drug building - Amy passed out the 4 proposals she had received thus far. Big Sky Civil Engineering also expressed interest in submitting a proposal, but Amy has not received it yet. She will contact them later today. The Executive Committee will review the proposal and make a recommendation to the board at the October 6th board meeting. Amy will also contact her EPA project manager to see how we will need to document the hiring/scoring process.

Results of RFI – Amy mentioned that she had several people interested in obtaining more information about the Public Drug building. The Executive Committee decided that the next step would be to place an advertisement in the Cut Bank Pioneer Press asking for business proposals and offers for purchasing the building and if no interested parties come forward to buy the building we will then ask for interested renters to come forward. The committee would like to see the following in the advertisement –

Anyone interested in purchasing the Public Drug building for redevelopment purposes will need to submit the following to the Cut Bank Area Chamber of Commerce by December 1, 2015.

1. Letter of pre-qualification from a bank or personal financial statements showing financial capacity to purchase and complete redevelopment
2. Business plan, including past business experience
3. Project timeline
4. Purchase price offer
5. The Cut Bank Area Chamber of Commerce reserves the right to refuse any and all bids.

The advertisement will run in the Oct. 7, Oct. 21 & Nov. 4 Cut Bank Pioneer Press newspapers. The Executive Committee would like Amy to contact Bear Paw development to see if they have a process in place to score bids that we can use as a reference in evaluating the purchase offers.

Orthodontist Update – LeAnne Kavanagh mentioned that she and Amy had discussed the fact that Dr. Bailey is no longer practicing orthodontics in Cut Bank. In the few short months Dr. Bailey was here, his patient base grew and he was very happy with his reception in the community. Unfortunately, he is relocating out-of-state for personal reasons and will no longer operate his practice here. Amy drafted and mailed a letter to Dr. Marshall, who purchased Dr. Bailey's practice, asking him to open a satellite

office in Cut Bank. If Dr. Marshall does not choose to open a practice in Cut Bank or doesn't respond by Nov. 1, Amy will mail a similar letter to the remainder of orthodontists in Montana.

Visitors:

Comments and / or concerns from visitors - None

Adjourn – Meeting was adjourned at 1:15pm