

Butte-Silver Bow Superfund Advisory and  
Redevelopment Trust Authority  
Butte Justice Center - 3615 Wynne Avenue  
August 23, 2016

MINUTES

I. **Call to Order** - The meeting was called to order at 6:00 P.M. by Chairman Joyce in the Butte Justice Center Conference Room, 3615 Wynne Ave., Butte, MT.

II. **Roll Call and Introduction of Members**

Chairman Bill Joyce - present  
Member Tom Michalek - present  
Member Megan Cusson - present  
Member Wendy Grace - present  
Member Stella Capoccia - present  
Member Danette Melvin - absent  
Member Emily Munday - resigned  
Member Neil Bolton - absent  
Member Mark Moodry - present  
Member Mitzi Rossillion - present  
Member Rick LaBreche - present  
Ex-Officio Dennis Henderson - present  
Ex-Officio Cord Harris - absent  
Ex-Officio Eileen Joyce - present  
Ex-Officio Matt Vincent - present

**Staff:**

Julia Crain  
Jon Sesso

A quorum was established.

III. **Approval of Minutes of the meeting of July 12, 2016**

It was moved by Member Wendy Grace and seconded by Member Rick LaBreche to approve the minutes of July 12, 2016. The motion carried by a unanimous verbal vote.

IV. **Public comment on any item on the Agenda** - none.

V. **Public Hearings** - none.

**VI. New Business -**

- SARTA Operations - A discussion was held to consider the operations of SARTA moving forward. Topics included the consideration of adding a paid staff member to the Authority to assist with program operations by assisting with secretarial and administrative items such as minutes, grant administration, document revisions, developing criteria, and other items as necessary. It was decided after discussion that the topic would be revisited and discussed at a later date once a larger body of the SARTA membership is present.
- Program Reflections - A discussion was held among the membership to discuss findings of the 2016 grant process to inform processes in upcoming years. Topics included timeline for the program in 2017 - whether a call for proposals would be made in 2017 and if so, when, development of a contracting window, and development of a reasonable timeline. Additionally, elements of the program, such as each program area's mission and how program evaluation criteria and applications align with the intended outcome should be shaped to better streamline the grant program were considered. It was proposed for staff to develop an optimal timeline, breaking up time into periods for release of RFPs, grant review and evaluation, selection, and contracting. A second recommendation was the formation of subcommittees to address the program's mission, develop more appropriate, streamlined criteria associated with each program's mission, and make recommendations for a more effective review process. Priorities for consideration include incorporation of more focus on the BPSOU, a smaller review committee, focus on properties owned by public entities, sustainability initiatives, and infrastructure investments. An agenda item focusing on development of subcommittees will be added to the September 13, 2016 agenda.
- An update was made to the end-of-year financial report provided at the July 12, 2016, meeting, and staff suggested Budget Director Danette Gleason attend SARTA on a semi-annual basis to report on Board of Investments earnings, budget expenditures, and the financials of the Redevelopment Trust.
- Staff recommended an amendment to the SARTA bylaws to align the bylaws with the BSB Ordinance which authorizes the Chief Executive to execute contracts on behalf of the Authority. Member Grace moved to approve the amended bylaws to reflect the language recommended by the county attorney; Member Moodry seconded the motion. A verbal vote was held and the motion passed unanimously.

**VII. Old Business - none.**

**VIII. Other Business - none.**

**IX. Special Subcommittee Reports - none.**

**X. Public Comment on any item not on the Agenda - none.**

**XI. Adjournment**

Being no further business, a motion to adjourn was made by Mark Moodry and was seconded by Wendy Grace. The meeting closed at 8:00 p.m.