

**RIVERVIEW TECHNOLOGY CORPORATION**  
**Quarterly Board of Directors Meeting**  
**Minutes**  
**February 4, 2015**

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**Members Present:** Susan Corle, Will Hays, Pat Tucker, Derek Wagner, Katie Worrall

**Others Present:** Hannah Benson, Dean DiDario, Jon Maraschin, Ken Short, Greg Stephen, Ex-Officios: Bennett Boeschstein, Rose Pugliese

**Call to Order and Approval of Minutes:** Will Hays called the meeting to order at 9:25 am and asked for a motion to approve the November 5, 2014 Minutes and the December 2, 2015 Special Meeting Minutes. Susan Corle made a motion to approve the Minutes as written, and Katie Worrall seconded. All members voted AYE and the motion passed.

**Corporate: Lease Update:** Jon Maraschin explained that according to the last meeting, BIC will continue to pay \$1/year for their lease, but RTC will take over building improvements. RTC will have an attorney review the new lease terms and make a recommendation. Once the new lease is complete, the Board will vote to approve, hopefully by the next meeting. Pat Tucker asked Jon to talk about installing an elevator in the Technology Bldg. There is concern that because the upstairs of that building is not ADA compliant, RTC would be unable to remodel. Jon explained that that is not the case, that the building was grandfathered in and as such is not required to be ADA compliant; however, he has concerns about turning someone away who would like to be part of the Accelerator Program because they cannot access the second floor. After much discussion, it was decided that the expense of installing an elevator is too great. BIC will reserve one office on the first floor of the Technology Bldg. that is ADA compliant.

**Executive/Finance Committee: Financial Statements 12/31/2014:** Dean DiDario explains that the first quarter is crucial for property management due to the cost of heating. So far this quarter, expenses are 12% under budget. RTC is paying less for gas for two reasons: 1.) RTC has a new vendor for gas and has locked in on prices, and 2.) the winter has not been as cold. To have an understanding of savings, Greg Stephen adds that RTC saved \$545 in December vs. what would have been charged from Xcel. Some upcoming expenses include a new truck for Ken Short, which has only 1-2 years of useful life left, as well as the need to replace a sinking vault. These costs will come out of the Reserve Repair Fund. At this point, there is nothing to highlight for 1<sup>st</sup> quarter aside from being ahead of budget.

**2015 Committees: Historical Designation:** This committee has decided to wait to pursue the historical designation of the DOE campus until the DOE decides to move ahead with their project. Susan asked if they had found an answer to Steve Hovland's question in the last meeting, which was if the DOE receives a historical designation, and RTC finds that it is too cumbersome to uphold, would RTC be required to pay back any Federal funds? Jon answered no, that as a private landlord, there are no strings attached. Bennett asked if it would be possible to get the designation for only the cabin, instead of the whole campus. Jon said the chances of only having one building

approved are pretty minimal. Jon will circle back around with the DOE and have a recommendation for the Board at the next meeting.

**Property Management: Asbestos:** Grand River Environmental has reviewed the situation with the buried asbestos and have presented RTC with a management plan. Very simple, straight forward. Ken Short will also receive additional training so if a situation such as this happens again, he knows how to handle it.

*12A Project:* Project is complete. DOE would like to install a pull station for the fire alarm. This will be done at their expense.

*Cell Phone Upgrade Complete:* Project is complete, waiting to receive a site map. NerdTap has not completed their end of the contract, and Dave Detwiler is working with them on this.

*Water:* Given the site has 67 year old infrastructure, the water does not circulate around the campus as well as it should during the winter months. Because of this, DOE had issues with water coming out of the faucet discolored. RTC had the City come and test the water, but will not submit a letter to DOE stating that the water is OK. RTC will have HRL Compliance test the water, and submit their findings in a letter to DOE. The City has agreed to install a hydrant outside of the DOE gate in order to test the water as needed.

*Pepper Spray:* Recently had an issue with the Police Department training at the shooting range involving pepper spray. Because of the wind patterns on that day, the pepper spray migrated to the DOE. Jon reached out to the Police Department and received formal apologies from the Police Chief, the City, and the County. The Police Chief sent a copy of a memo sent to all departments stating that this type of training will be banned from this training site moving forward. DOE is pleased with the response and how the situation was handled.

**Other Business:** None.

**Adjournment:** There being no further business, the meeting was adjourned at 9:55 a.m.

**Next Meeting – May 6, 2015**