# Rugby JDA Meeting Minutes

# Wednesday, December 21, 2022 – 7 AM

**Members Present:** Frank LaRocque, Neil Lotvedt, Sara Radomski, Rob St. Michel, Mathias Follman, Leah Harper, Karl Frigaard

**Others present**: Jennifer Stewart, Sue Sitter

Meeting called to order at 7:05 AM by LaRocque.

**Reviewed Agenda:** LaRocque motion to approve. St.Michel seconded. All in favor.

**Approval of minutes from 11/16/22 meeting:** LaRocque motion to Approve. Lotvedt to second. All in favor.

**New Members:** Leah Harper, Business Owner La Bella Vita & Harper Oil/Rugby Service Center and Mathias Follman of First International Bank & Trust introduced themselves. Motion by Lotvedt to appoint both Harper & Follman to the JDA Board. St. Michel seconded. All in favor.

LaRocque swore in both Harper and Follman.

**Treasurers report:**

1. Reviewed 2022 Tax Statement. Stewart confirmed that these are the specials on all unsold lots in the Chalmers Addition. The JDA is responsible for these taxes until lots are sold. Lotvedt made motion to pay property taxes for the amount of $99342.09. St. Michel seconded this motion. Roll Call vote. All members voted yes.
	1. Reviewed JDA Bills. Need to remove sign as this will be discussed later and not approved to be paid as it was only a quote.
	2. Motion by St.Michel to approve bills but subtract the sign ($3850). Total approved is $7340.20. LaRocque seconded this motion.. Roll Call Vote. All members voted yes.
2. Sales Tax Information – saw an increase of 11.49% over this time last year.
3. CD has been moved to North Star Community Credit Union at the rate of 4.04%.

**Old Business:**

1. **Survey Monkey:**  Frigaard having issues accessing the account. Will let it go as it Fnot being utilized.
2. **Bremer Credit Card:**  Currently have a Bremer Credit Card in Liz’s name tied to JDA. We need to cancel this account. JDA does have a debit card that can be used in its place. Stewart mentioned the City uses JP Morgan Chase Credit Card. Will look into JDA being able to have one of these as well.
	1. Motion by Lotvedt to cancel existing credit card that is in Liz Heisey’s name. Follman seconded. All in favor.
3. **Check Signers:** Both Radomski and Frigaard have been added to accounts at both Bremer and North Star Community Credit Union. Radomski to be a signer on the checking account.

**New Business:**

1. **Natural Gas:** Frigaard & Lotvedt been working on the natural gas project. Frigaard has been gathering number of usage from local businesses.
	1. Frigaard invited to Annual Chamber Meeting in Bottineau in January. Will share info on project.
2. **Souris Basin:** Had reached out to Frigaard about a prospective new business interested in Rugby. No further details.
3. **Student Loan Applications:** Reviewed 11 new applications. Discussion Held. Motion by Lotvedt to accept all 11 applications. LaRocque seconded that motion. Roll call vote. All members voting yes.
	1. 6 participants will roll into 2023.
	2. Radomski mentioned Career Builders program and will work with Frigaard to get information out to eligible candidates. If eligible and approved, the Applicant could get the JDA contribution doubled. This would also help Frigaard only to pay Career Builders on a quarterly basis.
4. **True North Sign Request:** True North Fitness has requested assistance in the purchase of a new sign for their business. Quote of $7700 presented. Frigaard explained the sign program allows for a 50% cost share, up to a maximum of $5k from the JDA.
	1. LaRocque motioned to approve their request, per our cost share criteria. St.Michel seconded the motion. Roll Call Vote. All members voting yes.
	2. Harper requested this information be more available and posted to the JDA website, along with any other incentives and/or programs offered by the JDA. It is also recommended to share information with Banks and Chamber. Motion by Harper as stated above. Lotvedt seconded. All approved.
5. **10-99’s:** Frigaard has contacted H&R Block to complete the 10-99s for Student Loan Applicants, Beachy & Volk. St.Michel motioned to utilize H&R Block for these services. Radomski seconded. Roll call vote. All members voting yes.
6. **JDA PIP:**  Radomski has been meeting weekly with Frigaard. Making progress.

**Correspondence:**

1. St. Michel mentioned Kevin Leier had asked to come to next meeting to give JDA an update on the future of the current Hospital.

 **Adjournment:** Motion to adjourn by St.Michel, Seconded by Lotvedt. All approved.

Next Board meeting January 18, 2023, at 7:00 AM.