

Rugby Job Development Authority  
February 22, 2018 – 12:00PM  
Regular Meeting  
JDA Office

Members Present: Fr. Tom Graner, Pete Burgard, Susan Selensky, Terry Hoffert, Karin Fursather, Duanne Heilman, Tanner Johnson, Gary Kraft, Bonnie Kuehnemund, Jodi Schaan, Rob St. Michel, Jennifer Stewart(via phone), Sandra Wolf.

Guests: Dwayne Brossart, Bonnie Remmich(Pierce County Tribune)

Fr. Tom called the meeting to order at 12:05PM.

There were two amendments to the agenda: Report from Johnson on the Greater ND Chamber visit on 2-21-18, and report from Burgard on Dairy Queen purchase.

Motion was made by Johnson to approve the minutes of the January 25<sup>th</sup>, 2018 regular meeting. Second by Kraft, vote was unanimous to approve, motion carried.

Motion was made by Kraft to approve the minutes of the February 2<sup>nd</sup>, 2018 special meeting (Lyric). Second by Heilman, vote was unanimous to approve, motion carried.

Motion was made by Gary to approve the minutes of the February 16, 2018 Executive Committee meeting(Big Pauly's). Second by Kraft, vote was unanimous to approve, motion carried.

Treasurers Report – Bills/Financials were presented by Treasurer Burgard and reviewed by the board. Motion made by Johnson to approve bills and financials. Second by Kraft, vote was unanimous to approve, motion carried.

Director's Report – Update on Executive Director Search by Search Committee (Fursather, Kraft, & McNeff) – Fursather and Kraft mentioned that they had two Candidates for consideration of the position. They will look to make a decision by March 5<sup>th</sup>, and asked to tentatively set a meeting at 12:00PM at the JDA office to make a recommendation.

Election of Officers – (The board of directors shall annually elect members to serve as chairman, vice chairman, secretary, and treasurer. The members of the city job development authority board of directors shall serve for a term of three years or until their successors are duly qualified. Terms of office shall begin on January first and must be arranged so that the terms of office of approximately one-third of the members expire on December thirty-first each year. Each member of the board shall qualify by taking the oath provided for civil officers. The oath must be filed with the city auditor. Rugby JDA policy states that the seven at large members may only succeed their three-year term only once or until their successors are duly qualified.)

A Nomination was made by Fursather, for St. Michel to serve as Chairman/President. Second by Kraft. Motion was then made by Fursather to cease nomination and to cast a unanimous ballot for St. Michel, second by Kraft, vote was unanimous, motion carried. St. Michel will serve as the new Chairman of the Rugby JDA once approved by Rugby City Council.

A Nomination was made by Kraft, for Heilman to serve as Vice Chairman. Second by Hoffert. A motion was then made by Hoffert to cease nomination and to cast a unanimous ballot for Heilman, second by Schaan, vote was unanimous, motion carried. Heilman will serve as the new Vice Chairman of the Rugby JDA once approved by Rugby City Council.

A nomination was made by Hoffert, for Kraft to serve as Secretary. Second by St. Michel. A motion was then made by Hoffert to cease nomination and to cast a unanimous ballot for Kraft, second by St. Michel, vote was unanimous, motion carried. Kraft will serve as the new Secretary of the Rugby JDA once approved by Rugby City Council.

A nomination was made by Burgard, for Selensky to serve as Treasurer. Second by Hoffert. A motion was then made by Hoffert to cease all nominations and to cast a unanimous ballot for Selensky, second by Fursather. Vote was unanimous, motion carried. Selensky will serve as the new Treasurer of the Rugby JDA once approved by Rugby City Council.

Next City Council meeting is on March 5<sup>th</sup>, 2018. New officer election to be presented at that time.

Three membership positions remain open, 2 At Large, and 1 Utilities Representative.

#### Board Member Reports:

-Membership – Terry Hoffert introduced Duane Brossart, and asked that we consider him to serve as an At Large Member. A motion was made by St. Michel to nominate Duane Brossart to fill an At Large Member vacancy. Second by Hoffert, vote was unanimous to approve, motion carried. Brossart will serve as an At Large Member of the Rugby JDA once approved by the Rugby City Council.

-Housing Study – Fr. Tom Graner reported housing study was complete and available online.

-Main Street Initiative – Heilman reported on her time spent in Bismarck for the Main Street Initiative Summit representing Rugby, and said she was pleasantly surprised on the wealth of information and presentations provided. There were resources shared and the focus was to build healthier communities and help communities attract and retain their workforce they needed to grow. She hopes that with the JDA's and communities assistance, we can put a few of the ideas into motion. 72 different communities were represented at this Summit.

-Natural Gas – Fr. Tom Graner reported that he attended a meeting held on 1-30-18 at Rugby Manufacturing, also attended by other community members and leaders, along with MDU, who is looking into the feasibility of bringing Natural Gas into Rugby. MDU has brought NG into Gwinner with the help of the Bobcat manufacturing plant. They would like to see the biggest users possible usage rates, and put something together for us from there. Fr Tom has sent out a survey to the potential biggest users in Rugby, and is awaiting their return to provide to MDU. Johnson was also at the meeting and indicated that MDU mentioned they could potentially tap into the Alliance pipeline south of Towner, and supply Rugby through a PVC type pipeline, which would be more cost effective than coming from the pipeline north of Minot through a steel pipeline.

-Mail, phone, cell phone, email, etc. continues to be monitored by Fr. Tom, and he indicated it has been a lot of work for one board member to handle, and hopes we can find an Executive Director soon.

-Issues with student loan payments – Fr. Tom report that there has been some trouble getting payments to be sent or posted per our agreement. He fixed one, and will follow up on the others to get them fixed.

-Greater ND Chamber – Johnson reported that an informal meeting was held at the FIBT HUB Gallery, put on by the GNDC and their members. Attending were area leaders and business people and Gov't leaders. They came to hear from Rugby, being a small, but vibrant rural community, on what we need help with and how to make our community stronger. Housing, Main Street, Workforce, and Natural Gas were discussed. GNDC represents ND businesses at legislative sessions.


-Rugby Dairy Queen purchase – Burgard reported that he'll have a request coming up for the new purchaser of the DQ, looking for the BND Flex Pace Interest buy down participation.

Schaan had asked if the JDA would continue to have interest in providing some student loan help for recruiting Doctors. The JDA did commit, with in the last year, \$50,000, to help offset student loans for a Doctor HAMC was looking to hire in 2019. The JDA would pay out \$10,000 per year for 5 years to the doctor's student loans, contingent that the doctor stayed employed with HAMC. Discussion was held, and the board felt that they'd continue to support HAMC in Doctor recruitments in this manner.

Kraft wanted to thank Fr. Tom Graner for his service on the JDA board and recent efforts to keep the JDA running despite not having a director.

A motion was made by Hoffert to adjourn the meeting, second by Heilman, vote was unanimous, motion carried. Meeting adjourned at 1:10PM.

Respectfully submitted by  
Tanner Johnson

A handwritten signature in blue ink that reads "Tanner Johnson". The signature is written in a cursive, flowing style.