**Minutes**

**Rugby Job Development Authority**

**Executive Committee Meeting**

**Thursday, March 14, 2019 – 12:00 PM**

**JDA Office**

Members present: Susan Steinke, Gary Kraft, Tanner Johnson, Susan Selensky, Rob StMichel

Johnson, President, called the meeting to order at 12:08PM.

Steinke added housing, the Vista Program, and an employment situation to the agenda.

**New Business:**

1. Discussion was held about the Vista Program. There would need to be separate computers, e-mails, and phone numbers, and a written agreement with Father’s Farms. Briselda would provide a template for a shared worker agreement. The board needs to define the objectives for the worker; and the Executive Committee should meet with Father’s Farms. The worker would be in place by May. StMichel motioned to move to the full board with a recommendation to approve. Kraft seconded and the motion carried.
2. Discussion was held on Souris Basin Planning Council doing a buydown program for the JDA. The Vista worker could help figure out the JDA buydown program.
3. Discussion was held on the purchase of multiple lots in the Chalmers Addition. A contractor had expressed interest in buying multiple lots for a discounted price. More information would be needed as to the contractor’s background and plans for the lots. If a discount is offered, it should be offered to local contractors first. Steinke will let the realtor know that at this time the offer will not be considered.
4. Discussion was held on changing the JDA board to be comprised of 7 people. Steinke will meet with Schaan about amending the policies and procedures to allow for this. Officers would need to be elected. Kraft motioned to recommend having 7 members (2 city and 5 at large). StMichel seconded, and the motion carried.
5. Discussion was held about having the minutes from meetings on the JDA website.
6. In depth discussion about employment situation.

Respectfully submitted,

Jessica Brossart, Executive Director