

RUGBY JOB DEVELOPMENT AUTHORITY
MINUTES REGULAR MEETING
WEDNESDAY, APRIL 13, 2022 – 12:00PM

Members Present: Blair Brattvet, Jodi Schaan, Sue Steinke, Gary Kraft

Members Absent: Director Karl Frigaard, Rob St. Michel

Call to Order/Roll Call: Brattvet called the meeting to order

Consideration of Agenda – amendments, addition, deletions to the agenda: Added Small Business Development bill to New Business on agenda. Motion made by Schaan to approve agenda as amended. Seconded by Kraft, no further discussion was held, vote was unanimous to approve, motion carried.

Consider approval of Minutes for March 9, 2022 and January 12, 2022 JDA regular meeting minutes: Motion made by Kraft to approve March 9, 2022 and January 12, 2022 minutes as written. Seconded by Schaan, no further discussion was held, vote was unanimous to approve, motion carried.

Old Business: None

New Business:

- a. HAMC request for Dunseith Clinic – Erik Christenson, Tanner Johnson and Wayne Trottier were present for this discussion. The Dunseith Clinic sees 1800-2000 patients/year. The building is in need of repair (3 projects) totaling \$63,250:
 - a. Roof & shingles – estimated cost of \$21,950 from Swanson Construction
 - b. Replacement of Masonite siding – estimated cost of \$31,500
 - c. Replace metal soffits, fascia, gutters & drain spouts – estimated costs of \$9,800Since HAMC doesn't own the building, the Board is hesitant to put this money into it. What options do we have for transferring the property to HAMC (which is a non-profit entity)? Motion made by Steinke to seek legal opinion from City Attorney on what we can do with Dunseith Clinic. Seconded by Kraft, no further discussion was held, vote was unanimous to approve, motion carried.
- b. Bid opening and approval of bids on mowing the Chalmer's Addition for mowing season 2022 and 2023 with possible extension of contract. Two bids were received:
 - a. Harold Volk - \$450/time for mowing & trimming with a 48" deck mower.
 - b. Jason Solem - \$500/time with 50" & 54" deck mowers.Motion made by Kraft to accept low bid by Harold Volk. Seconded by Steinke, no further discussion was held, vote was unanimous to approve, motion carried.
- c. Contact Reggie Beachy for bid on spraying Chalmer's addition. Motion by Schaan to contact Beachy for bid and if under the City's purchasing guidelines, to accept. Seconded by Steinke, no further discussion was held, vote was unanimous to approve, motion carried.

Treasurer's report – Consider Approval of JDA Bills/Financial and 2021 Budget amendments: Motion made by Schaan to approve JDA Bills/Financials and 2021 Budget amendments as presented. Seconded by Kraft, no further discussion was held, vote was unanimous to approve, motion carried.

President's report – We received a bill from Small Business Development for \$5,000 which is a big help to new businesses. Motion made by Steinke to approve payment of \$5,000 to Small Business Development. Seconded by Kraft, no further discussion was held, vote was unanimous to approve, motion carried.

Director's report – None

There will be a live taping the first week of May by BEK Network of "Women of Another View." Steinke will check how much it would cost to have them do an ad for the JDA while they're here.

Correspondence Received, Special Meetings and Reminders

- a. **Next Regular Meeting – May 18, 2022 at 12:00pm**

Adjournment: Motion made to adjourn by Schaan. Seconded by Steinke. Motion carried.