

RUGBY JOB DEVELOPMENT AUTHORITY
MINUTES REGULAR MEETING
TUESDAY SEPTEMBER 14, 2021 – 12:00PM

Members Present: Blair Brattvet, Susan Selensky, Gary Kraft, Sue Steinke, Director Karl Frigaad

Members Absent: Rob St. Michel, Jodi Schaan

Also Present: Andrea Boe from AE2S

Call to Order/Roll Call: Brattvet called the meeting to order at 12:10pm

Consideration of Agenda - amendments, additions, deletions to the agenda: Motion by Kraft to approve the agenda as written. Seconded by Selensky, no further discussion was held, vote was unanimous to approve, motion carried.

Consider Approval of Minutes for August 17th JDA regular meeting: Motion by Kraft to approve the minutes for the August 17th, 2021, JDA regular meeting. Seconded by Selensky, vote was unanimous to approve, motion carried.

Treasurer's Report:

- a. Consider Approval of JDA Bills/Financials – Bills and financial reports were reviewed by the board. Motion by Selensky to approve the bills and financials. Seconded by Kraft, vote was unanimous to approve, motion carried.

President's Report: no report

New Business:

- a. Rugby JDA Comprehensive Plan overview – Andrea Boe from AE2S presented the draft document of the comprehensive plan. The board reviewed the plan and provided feedback to Andrea. Andrea will make the updates to the draft from the board feedback and send out a new draft for review. Discussion was held on when the Partners in Planning Grant is completed, a Partners in Marketing Grant will be available. Info on the Partners in Marketing Grant will be released by the ND Department of Commerce soon.

Directors Report: Frigaard discussed the below topics

- a. Meeting with North Dakota legislators from several areas. Jon Nelson, Rugby, Don Vigessa, Cooperstown, Bill Devin, Finley, Davis Monson, Osnabrock.
- b. Sent letters out to economic developers and JDA's around the state. Wahpeton, Valley City, Jamestown, Devils Lake, Grand Forks, Carrington, Bottineau, Mandan, and Bismarck.
- c. Spoke to Casselton's attorney about a TIF district for the Chalmer's addition to help pay back the JDA's investment in the lots, that will not work but we can develop some new lots for workforce housing. The property taxes generated with program will be used to buy down the cost of developing lots. Buyers of homes in this development must meet income guidelines and must put a stick-built home in the lots with a certain market value.
- d. Spoke to my friend Warren Kramer at Minnesota Housing Partnership. Enclosed are pages speaking to their technical assistance grant they got from HUD to provide affordable housing and workforce housing assistance on project development, and they can help promote the project for Rugby and help us get more federal funds to

our project when the time is right. We get access to 44 of their employees to help us with the project if we are awarded their technical assistance grant.

- e. I met and toured Gooseneck Implement and they want to help the community promote Rugby too. They said their team from marketing and recruitment could come to a meeting and talk about a plan.
- f. I went to career day at the high school Tuesday last week.
- g. EDND/Commerce Developer Day meeting on September 23rd in Bismarck at Great River Energy.
- h. Main Street Meeting is in Bismarck on October 12th
- i. Fall EDND Conference in West Fargo on October 13th.
- j. Technical skills grants (Commerce has grants up to \$100,000 that requires match from the company to show their commitment to half the cost of the project.)

Old Business:

a. Mortgage satisfaction for Rugby Broadcasters Inc

A mortgage satisfaction is required on the Rugby Broadcasters Inc forgivable loan. Frigaad has drafted the satisfaction and he will have the city attorney review it.

New Business:

- a. Community video telling the story of Rugby and touring different businesses and manufacturing plants to be used in classrooms and a recruiting tool to bring new workers and families to Rugby.
BEMORECOLORFUL

Correspondence Received, Special Meetings and Reminders

- a. **2021 Regular Meeting – October 19th, 2021, at 12:00PM**

Adjournment: 1:24pm