

AGENDA
RUGBY JOB DEVELOPMENT AUTHORITY
REGULAR MEETING
Thursday, July 26, 2018 - 12:00PM
JDA OFFICE

Conference Call Dial-in Number: (515) 604-9996 Access Code: 696016

1. Call to Order/Roll Call
2. Consideration of Agenda - amendments, additions, deletions to the agenda
3. Consider Approval of Minutes for June 28, 2018 JDA regular meeting.
4. Consider Approval of Minutes for June 28, 2018 Housing Finance Committee special meeting/executive session & July 16, 2018 special meeting.
5. Treasurer's Report – Consider Approval of Bills/Financials
6. Director's Report
7. Old Business:
 - a. Chalmers Addition – Lot 2, Block 2 is sold.
 - b. Big Pauly's pizza oven – Roughrider Pizza bid accepted
 - c. Pierce County Recorder filing finalized – USDA, Satisfaction of Lien from 2013
 - d.
8. New Business:
 - a. Resignation from Daunne Heilman
 - b. Consider another board member for Vice President position
 - c. Consider approval for 2019 Budget
 - d. Collaboration ideas from each board member & community poll results
 - e.
9. Correspondence Received, Special Meetings and Reminders
 - a. Souris Basin Planning Council – Free Economic Development Seminar – Minot - Thurs, Aug 30 from 10am to 1pm
10. Thursday, Aug 23, 2018 JDA Board Regular Meeting – JDA office 12:00PM
11. Adjournment

Rugby Job Development Authority

July 26, 2018 – 12:00 PM

Board Minutes

Regular Meeting

JDA Office

Members present: Tanner Johnson-President, Gary Kraft, Terry Hoffert, Michael McNeff, Blair Brattvet, Jodi Schaan, Amber Feickert, Pete Burgard, Susan Selensky, Susan Steinke

Members by telephone: Karin Fursather

Members absent: Jennifer Stewart, Rob StMichel, Sandra Wolf

Guests present: Shyane Belzer (Pierce County Tribune), David Bednarz (City Council & Museum Board, not signed in)

JDA Executive Director: Jessica Brossart

Tanner Johnson called the meeting to order at 12:04PM

Additions to agenda: Consider another board member for Housing Finance Committee, added to new business. Motioned by McNeff to approve the agenda with additions, seconded by Burgard, motion carried.

Motioned by Brattvet to approve the June 28, 2018 minutes, seconded by Feickert, motion carried. Housing Finance Committee Special Meeting minutes for June 28, 2018 are being looked over by Attorney Bill Hartl.

Motioned by Kraft to approve the July 16, 2018 special meeting minutes, seconded by McNeff, motion carried.

Bills and financials were reviewed. A motion to approve the bills and financials as reported was made by Schaan, seconded by Hoffert, motion carried.

Highlights from Directors Report: Brossart went to Souris Basin Planning Council Comprehensive Economic Development Strategy Input Meeting in Towner on July 25 from 10am to noon. Follow up to this input meeting is in Minot on Thurs, Aug 30. JDA board members, city council members, etc are encouraged to attend.

Old Business:

- a. Chalmers Addition Lot 2, Block 2 is sold.
- b. Pizza oven was on bids for 2 weeks in Tribune with special meeting being held Mon, July 16 at 12:00PM to open the sealed bids – Roughrider Pizza bid was accepted.
- c. Pierce County Recorder filing was finalized for satisfaction of lien from 2013 for North Central Correctional & Rehabilitation Center. (Was not previously filed.)

New Business:

- a. Daunne Heilman has resigned from the JDA Board. Motion to accept resignation by Feickert, seconded by Hoffert. Motion carried.
- b. Consideration of another board member for Daunne's position as Vice President. Burgard nominated St.Michel who was absent, seconded by McNeff. Motion to cease nominations

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Board Minutes - Regular Meeting - JDA Office

by Hoffert, seconded by Schaan, motion carried. Tabled until next meeting to see if StMichel will accept VP position.

- c. Consideration of another board member for Daunne's position on the Housing Finance Committee. Brattvet said that he would consider the position. Burgard motioned to nominate Brattvet for committee position, seconded by Schaan. Motion to cease nominations and cast unanimous ballot by Hoffert, seconded by McNeff, motion carried.
- d. Consideration of the 2019 budget. Only 2 updates were made (noted on budget) from the City of Rugby's information. After discussion, motion to approve proposed 2019 budget by Schaan, seconded by Brattvet, motion carried.
- e. Poll was conducted through email of Rugby businesses, & the JDA Facebook page & website. Poll results revealed that participants are 68.4% in favor of the JDA, CVB, & Chamber combining resources. If a collaboration does happen, the poll revealed a 50/50 response to wanting the location to be on Highway 2 or downtown.

Brossart shared how she had no preference with staying in current office, being located on the highway, or being downtown. She wants what is best for the JDA & everyone involved.

David Bednarz, city council, shared his views from being on the Museum board. Collaboration location ideas were shared from members of the board with many ideas that can be researched further. After much discussion, McNeff motioned to seek space & collaboration opportunities, seconded by Schaan, motion carried. Steinke abstained from vote.

Steinke motioned that the JDA should coordinate a JDA Think Tank for ND towns with populations under 5000 here in Rugby, seconded by McNeff, motion carried.

Upcoming events: Souris Basin Planning Council will be hosting a free economic development seminar in Minot on Thurs, August 30 from 10am to 1pm. All JDA board members, city council members, etc are encouraged to attend. Brossart will send an email with details to register.

The next **regular meeting is scheduled for Thurs, August 23, 2018 at 12:00PM**. Motion to adjourn by Hoffert at 1:37PM, second by McNeff.

Respectfully submitted,

Jessica Brossart, Executive Director