Minutes
Rugby Job Development Authority
September 16, 2026 at 7 AM
JDA Office

Members Present: Leah Harper, Mathias Follman, Neil Lotvedt, Rob St. Michel, Sara Radomski,

Others Present: Brian Hoffart

Meeting called to order by Harper at 7:00 AM. Roll Call, O'Marro, Jacobson, Lotvedt, St.Michel, Radomski, Follman and Harper present.

Agenda; Request by Radomski to add Student Loans under New, F. St.Michel to approve the agenda with the addition, Follman seconded. All voting in favor. M/C.

Consider August 19, 2026, Minutes: St.Michel made motion to approve. Lotvedt seconded. All voting in favor. M/C.

Treasurers Report:

a. Bill List:

Hoffart indicated a Career Builders payment was added last night. Copier had to be fixed again. Mindy's childcare grant was added back, and Hoffart ordered 6 shirts for $108.

- Follman motioned to approved bill list as presented St.Michel seconded. Roll Call vote. Follman, Lotvedt, Radomski, St.Michel all yes. M/C.

b. Financials:

a. Hoffart moved $120,000 from checking account to a CD at FIBT. CD at Cornerstone was renewed at 4%. Have total cash of $730,381.
St.Michel motioned to approve financials. Lotvedt seconded. Roll call vote. All voting yes.

Old Business:

A. JDA Assistant: Hired Beth Schmaltz as a Co-Op Student for 2 hours a day. Her duties include going through and organizing files, also updating Facebook ads and the website.
B. BDO Zone: Grant application been approved for $77500, waiting on final paperwork from USDA. Received proposal from Ecostat, they have accommodated Attorney Mickelson's suggestions for revisions.
C. Chalmers: Broke ground on Lots 3 & 4. Lot 5 also broke ground. Looking at ways to absorb secials costs. SBPC will be doing regional housing study. Melgaard recently purchase lot and now has it listed for sale; as he was now wanting to rezone to C1. Discussion held on Lot program and build requirement – revision may be necessary.

D. Housing: Hoffart indicated he put together a policy recommendation for the state legislature to address blighted homes and infill. Working with Briselda for funding. HIF has $5,000,000 in program but only allows for $120,000 per home for a total of 41 homes for the whole state..
E. JDA Policy reviews: Still working on.
F. Talent Fly-In: Will tie in to the Rugby Experience listed below. Hoffart indicated that October is not going to work, and state has provided flexibility. Hoffart indicated the focus is to have an event in June. Program has morphed into Recruiting/Retention. Live Your Best Life met with several residents to promote marketing Rugby for opportunities and livability. Considering quarterly tradeshow in Rugby, will work with Department of Commerce.
G. Strategic Development: Went through first edit by EDA. Hope to have final version by end fo week. Will submit for grant to study.

New Business:

a. Village Arts: Hoffart has been working with Village arts to develop a plan to solidify funding as they are struggling. Potentially looking at joint powers agreement with County, city, and school to get mill levy.
b. Post Office: Hoffart has put together an outline for the post office for restoration and improvement purposes.
c. Farmers Choice: Buying former Ideal Seed Solutions building. Will be looking for a flex pace loan. Does lay within 1 mile radius. Hoffart suggested that SBPC may be a better option for this. JDA board reviewed the website of the business. Consensus is to table application for now as Hoffart will talk to SBPC and lender. Potential special meeting pending the outcome.

d. Student Loan: Radomski reminded that the Student Loan application process starts October 1. Hoffart will work on advertising.

Motion to adjourn by Follman at 8:20 AM. Lotvedt seconded.

Next meeting October 21 at 7 AM.