

Minutes  
Rugby Job Development Authority  
June 17, 2026 at 7 AM  
JDA Office

**Members Present:** Leah Harper, Danielle Jacobson, Mathias Follman, Neil Lotvedt, Frank LaRocque, Sara Radomski, Duane O'Marro

**Others Present:** Brian Hoffart

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

**Agenda:** Lotvedt motioned to approve, Jacobson seconded. All voting in favor. M/C.

**Consider May 20, 2026, Minutes:** Jacobson made motion to approve. Follman seconded. All voting in favor. M/C.

**Treasurers Report:**

- a. Bill List: Missed bill for BND of \$1294.66 for Stone Heights. Radomski motion to approve bill list with added BND bill. LaRocque seconded. Roll call vote. All indicating yes. M/C.
- b. Financials: Hoffart reported that JDA doing well with over \$761k in cash assets. Lotvedt moved to approve. Follman seconded. Roll call vote. All indicating yes. M/C.

**Old Business:**

- A. BDO Zone: Adjustment made to application, but has been submitted.
- B. Chalmers: Grant approved for HIF.
  - a. Lotvedt motioned to donate Lots 3 & 4 of Block 5 to RCC for their housing project. O'Marro seconded. Roll call vote. All indicating yes. M/C.
- C. Housing: No update from Parkland project; however, BND visited site. Hoffart working on grants for blighted homes.
- D. RV Park: Project broke ground this week. Hope to have completed in three weeks. Hoffart helping to find grants for lighting.
- E. LMF: Hoffart indicating setting up CD as a reserve fund and will put \$30k into budget for FY27.
- F. Business Incentive: Reviewed materials. Discussion held on eligibility, repayment terms and defining critical workforce. To consider 3 or 5 year commitment. Max of a one time allowance per person. Program would be tied to the purchase of a home, with a lien attached to the property until time commitment satisfied.
- G. SBD – Alan will be in Rugby tomorrow. Working with a few businesses.

## New Business:

- a. Flex Pace application – Carter Tuenge is planning to purchase HE Eversons. Discussion held on the loan terms, with a preference for a shorter term loan than the proposed 20 years. It is an option to pay full amount up front of \$17k, or \$22677+ for 10 years.
  - a. Motion by O'Marro to provide conditional approval of JDA portion of Flex Pace for \$22667.66 for no more than 10 years. Seconded by Radomski. Follman recused from voting. Roll call vote. LaRocque, O'Marro, Lotvedt, Jacobson and Radomski all indicated yes. M/C.
- b. Rezoning Chalmers Lots – Hoffart suggested rezoning 6 lots in the Chalmers Edition from R1 to R2 to maintain flexibility for twin homes. Hoffart was comfortable taking it to the Planning & Zoning Committee and ultimately City Council.
  - a. Lotvedt motion to rezone all remaining lots to R2. Follman seconded. All members in favor. M/C.
- c. Americorp – Program is available again. Hoffart indicated the needed help to stay on top of grants. Radomski indicated this was a resource used in early 2025 until program stopped. A job description should be on file. There was no cost to JDA as it was absorbed by SBPC.
  - a. Jacobson motion to move forward with Americorp program. Radomski seconded. All members in favor. M/C.
- d. Fly-In Grant – State sponsored fly-in grant is a recruiting tool for employers to bring in potential employees. Hoffart received commitments from Gooseneck, Rugby Manufacturing and HAMC. O'Marro suggested reaching out to Envision and the Elevator as well.
  - a. Lotvedt motion to move forward with Fly-In grant. Follman seconded. Roll call vote. All members indicated yes. M/C.
- e. Website design – Rural Business Development grant.
- f. CD/Money Market – CD at Old National Bank will be maturing. Money Market at FIBT will be maturing.
  - a. Motion by Lotvedt to bring both items to Old National Bank and combine them into a Money Market account at ONB. Seconded by Jacobson. Roll call vote. All members indicated yes. M/C.

Motion to adjourn by....

Next meeting July 15 at 7 AM.