

Cavalier County Job Development Authority

CCJDA BOARD OF DIRECTORS

Meeting Minutes—April 6, 2011

The Cavalier County Job Development Authority Board of Directors met at the Langdon NDSU Research Extension Center at 4:00 p.m., with President Don Haugen presiding. Board members in attendance included Duane Otto, Clint Eskilsen, Dennis Flaten, Tom Lehar, Brent Zavalney, Ole Nowatzki, Richard Flanders, Randy Mehlhoff, Susan Fay Crockett, Ron Beneda, and Executive Director Carol Goodman. Strategic Plan Coordinator Shannon Duerr was attending a Business Retention & Expansion International training seminar in Fargo.

There were no additions to the printed agenda. The February 2, 2011, minutes were approved with one correction: *The SRMSC Advisory Committee will include Clint Eskilsen, Brent Zavalney, Susan Fay Crockett, Tom Lehar, Duane Otto and CCJDA President Don Haugen.* Dennis Flaten moved to approve the minutes with the correction, second by Randy, motion carried. (Note: The March meeting had been cancelled due to lack of quorum.) Carol reviewed the financial reports. Currently there is \$69,479.63 in the City Sales Tax Fund. Susan Fay made a motion to approve the financial reports, second by Ole, motion carried. There were no corrections or questions on the office report. **ALL REPORTS ON FILE IN CCJDA OFFICE.**

Old Business:

Carol reviewed the financial transactions to date with SeaTec, our SRMSC redevelopment consultant. Expenses invested from the beginning of the EDA grant to March 31, 2011, total \$144,822.44, with the first \$75,000 associated with the EDA grant, the feasibility study and on-going marketing and UAS consulting. The cost of the SRMSC Redevelopment Partner Selection Process, which began September 1, 2010, up through the selection of URS Corporation as our partner total \$69,822.00. Continual fund raising activities will help to cover expenses until we know if there will be a 2011 ND Legislature appropriation and what may be available from additional grants that will help us through the initial acquisition and development process.

URS Corporation will conduct a 2-day "Rapid Conceptualization" workshop at the Ramada Inn in Grand Forks May 3-4. Board members are invited to participate, especially the SRMSC Advisory Committee. Office staff is in charge of arrangements. The workshop results will form the basis of the SRMSC Master Plan.

Datatic litigation: Cavalier County State's Attorney Scott Stewart met with the board to review recent details. Datatics attorney has withdrawn from the case, Judge Laurie Fontaine has allowed until September 1, 2011, for the discovery phase to get full financial information, followed by two months to identify witnesses. If we want to obtain the services of a forensic accountant, the cost is estimated at \$3,500. Motion was granted that a new attorney be obtained by May 10.

Work has begun on the housing study for our community. The consultant will be scheduling several interviews with realtors and city/county officials as well as housing complex owners.

New Business:

The Board considered two requests for lots in the Industrial Park:

- 1) Glenn Ewert—Block 2, Lots 1, 2, & 3—A new shop will be built.

2) Craig Swenson—Block 4, Lot 2. A shop will be build on this lot as well. Tom made a motion to approve the property transfers, second by Duane, motion carried.

Marlo Miller, Train ND, met with the Board to review the Fall/Winter classes, and requested funding for one additional customer service class to be held yet this spring. Since approval had already been given for \$2,000 to buy down the cost of the classes, and this one takes us right up under that limit, Randy moved to approve the additional class, second by Ole, motion carried.

Carol presented the annual funding request from North Central Planning to support the Small Business Development Center in the amount of \$1,500. We rely on them for all business plans for projects. Ole moved to approve the request, second by Brent, motion carried.

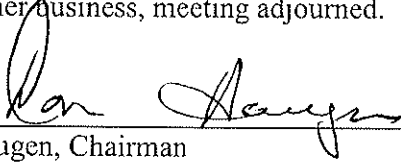
Carol requested authorization to sign the Agreement with URS Corporation. All work under the agreement will be specified in individual Work Orders, approved by the SRMSC Advisory Committee and ultimately the CCJDA Board. Brent made a motion allowing the authorization, second by Dennis, motion carried.

Randy discussed the Energy Beet trials that will be conducted at the Langdon NDSU Research Extension Center this year that will test six varieties. Funding will be needed to support the trials and then also participating communities will be asked for local match for an anticipated successful APUC grant. Randy requested only authorization at this point for \$3,000 to support the trials and \$1,000 for community APUC match. Duane moved to approve the request, second by Clint, motion carried.

Carol announced that two people from the ND Dept/Commerce will visit the community April 20-21. Depending on their schedule, we will try to arrange a breakfast for community leaders with them.

The Business Development Committee is tentatively set to meet April 15, 4:00 p.m. if needed. There are a couple of projects that may be at the point of needing funding recommendations.

No further business, meeting adjourned.



Don Haugen, Chairman



Carol Goodman, Recorder