

**Valley City-Barnes County Development Corporation Board Meeting**

**Monday, September 12, 2016**

**6:45 a.m., Regional Technology Center, 415 Winter Show Road (Large Conference Room)**

**PRESENT:** Tony Kobbervig, Paige Bjornson, Wade Bruns, George Gaukler, Bobby Koepplin, Josh Kasowski, Bill Carlblom, Luke Trapp, JoAnn Hooper, Mary Simonson, Dean Kinney, Jennifer Feist and Alicia Hoffarth

**ABSENT:** Leighton Smith and Mike Metcalf

**EX-OFFICIO:** Matt Pedersen, City Commission; Chad Petersen, KLJ; Josh Johnson, VCPS; Tisa Mason, VCSU; Keith Andersen, ICTC and Jeff Bopp, SVACTC

President Tony Kobbervig called the meeting to order at 6:45 a.m.

**AGENDA:** Add Rock Creek Properties as 10.c

**MINUTES:** Bobby Koepplin moved to approve the August 8<sup>th</sup> minutes as submitted. Luke Trapp seconded. Motion carried unanimously.

**FINANCIAL STATEMENTS:** Class 100 – making year end transfers. Tech II \$5,000 asset management fee will be completed in September. Short \$21,200 from the VCDC; NW Industrial Park building not leased and not able to cash flow this line item at this time. Could cover shortage through a transfer from VCBCDC/Tech II and add to that loan. Paige Bjornson moved to transfer \$21,200 from VCBCDC/Tech II to VCDC as a loan. VCDC pays VCBCDC an administrative fee. Mary Simonson seconded. Motion carried unanimously. Flex PACE increased to \$300,000 from unrestricted funds as approved by the Board. Tech II-closed out construction and transferred balance to operating, which is unrestricted funds. Mary Simonson moved to approve the financial statements as presented. Josh Kasowski seconded. Motion carried unanimously.

**MEMBERSHIP:** Will review to determine if a membership increase should be implemented for next meeting.

**EXECUTIVE SESSION:** 6:55 a.m. Bobby Koepplin moved to go into Executive Session. Mary Simonson seconded. Motion carried unanimously.

**CLOSE EXECUTIVE SESSION:** 7:40 a.m. Mary Simonson moved to close the Executive Session. JoAnn Hooper seconded. Motion carried unanimously; Bill Carlblom absent and not voting.

Funds are available for Flex PACE projects.

**ACB SNOW REMOVAL:** Bobby Koepplin moved to acknowledge a conflict of interest with Josh Kasowski and he will not be voting. Mary Simonson seconded. Motion carried. Josh Kasowski abstained. Bill Carlblom absent and not voting. Mary Simonson moved to approve up to \$2,000 for 7-year Flex PACE loan for equipment purchases. Paige Bjornson seconded. Motion carried. Josh Kasowski abstained. Bill Carlblom absent and not voting.

**HUB MAC:** Paige Bjornson moved to acknowledge a conflict of interest with George Gaukler and Josh Kasowski and they will not be voting. Mary Simonson seconded. Motion carried. Josh Kasowski and George Gaukler abstained. Bill Carlblom absent and not voting. Paige Bjornson moved to approve a \$33,333 Flex PACE loan for a maximum of 10 years to be used for building renovations. Mary Simonson seconded. Motion carried. Josh Kasowski and George Gaukler abstained. Bill Carlblom absent and not voting.

**WADE & KIMBERLY BRUNS:** Mary Simonson moved to acknowledge a conflict of interest for Wade Bruns and Paige Bjornson and they will not be voting. Josh Kasowski seconded. Motion carried. Wade Bruns and Paige Bjornson abstained. Mary Simonson moved to approve up to \$25,000 for a 10-year Flex PACE loan for the

building purchase. Bobby Koeplin seconded. Motion carried. Wade Bruns and Paige Bjornson abstained. Bill Carlblom absent and not voting.

**GLACIER RIDGE WIND FARM:** The Public Service Commission will hold a public hearing September 27<sup>th</sup> at 9 am, Vangstad Auditorium. Jennifer Feist will testify and file a letter of support with Board members listed; showing support in audience is important. Projects are under scrutiny. Substantial benefits to the community from construction, maintenance, tax base, job creation, etc.

**VALLEY BLUFFS:** Bank Forward is the potential lender and will be reviewing the project. The owners want approval as soon as possible, which may require a special Board meeting. Timeline could be two weeks locally, and 30-60 days for Bank of North Dakota. If approval is delayed, construction could start in the spring if needed.

**MERIDIAN APARTMENTS:** Land option with Valley Realty expires September 30<sup>th</sup>. We do not have an abstract and legal work including platting, vacating the street, etc. need to be completed. The project is not ready to start. A draft addendum outlines consideration of an additional \$90,000, extending the option to October 31<sup>st</sup> to allow time for the legal work to be completed, allows the Purchaser to enter the property to do site work and foundation work. Not part of the \$90,000 additional payment is accessing the property to conduct additional archeological investigative work to determine if Indian burial mounds exist and the location(s) to determine if it is feasible to proceed with the project. Mary Simonson moved to recognize a conflict of interest for George Gaukler and he will not be voting. JoAnn Hooper seconded. Motion carried. George Gaukler abstained. Bill Carlblom absent and not voting. Bobby Koeplin moved to extend the option to October 31<sup>st</sup> with \$90,000 additional option payment, which would be forfeited if construction stops, allow access prior to construction for archeological research; if the project does not proceed, the site must be restored to its original state (grassed etc.). Mary Simonson seconded. Motion carried. George Gaukler abstained. Bill Carlblom absent and not voting.

**ROCK CREEK PROPERTIES:** Approved \$12,000 for Flex PACE; community share is \$16,667. Mary Simonson moved to declare a conflict of interest for Paige Bjornson and she will not be voting. JoAnn Hooper seconded. Motion carried. Paige Bjornson abstained. Bill Carlblom absent and not voting. JoAnn Hooper moved to approve up to \$4,700 of additional Flex PACE funds. Mary Simonson seconded. Motion carried. Paige Bjornson abstained. Bill Carlblom absent and not voting.

**BARNES COUNTY BUDGET HEARING:** Will be held September 20<sup>th</sup>, 6:00 pm, Courthouse. Public support is important. Retain the 2.34 mills we currently have. Looking to increase mills overall to balance the budget.

#### **DIRECTOR'S REPORT:**

- 1. Marketing Grant:** Used \$5,000 approved for trip to match Department of Commerce \$15,000 marketing grant, which was approved; reimbursement basis so we will be cash flowing expenses for next year.
- 2. EDND Conference:** Planning the October 18-20 event; about 100-125 people expected.
- 3. Evaluation:** Responses received and will be reviewed this week.
- 4. Labor Availability Study:** Final report provided, please review.
- 5. Job Service Training:** Over 25 businesses attended. Job Service reviewed how to use the site to list and edit jobs, and search for potential employees. The number of workers registered on the site has decreased. Website will not change anytime soon, so people need to be encouraged to register. Draft a plan outlining how part time staff could assist businesses and individuals. Legislature needs to consider/approve State funding.
- 6. ICTCND:** Copy of ad provided.
- 7. Press Release:** Housing study. Press statements for both Valley City and Jamestown issued.
- 8. Property Use:** Allowing law enforcement to use the NW Industrial Park for training.
- 9. Eagle Creek:** Lease is pending.
- 10. Rail Service:** Submitted written input on potential long term railroad needs; Dean Kinney assisted.

There being no further business, President Tony Kobbervig adjourned the meeting.

Respectfully Submitted

Jennifer Feist  
Director of Development