

Valley City-Barnes County Development Corporation Board Meeting

Monday, April 9, 2018

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

PRESENT: JoAnn Hooper, Josh Kasowski, George Gaukler, Wade Bruns, Bill Carlblom, Dean Kinney, Mary Simonson, Paige Bjornson, Mary Lee Nielson, Bobby Koeplin, George Gaukler, Mike Metcalf, Jennifer Feist and Alicia Hoffarth

ABSENT: Luke Trapp

EX-OFFICIO: Chad Petersen, KLJ; Josh Johnson, VCPS; Jeff Bopp, SVACTC; Matt Pedersen and Dave Carlsrud, City Commission

President JoAnn Hooper called the meeting to order at 6:45 a.m.

AGENDA: Move #10 to after #4. Add Flex PACE Financial recap and discussion of program changes.

MINUTES: Mary Simonson moved to approve the March 12th minutes. Josh Kasowski seconded. Motion carried unanimously.

Bobby Koeplin moved to amend the agenda to include bank signatories for the Dacotah Bank Line of Credit renewal. Mary Simonson seconded. Motion carried unanimously.

LINE OF CREDIT SIGNATORIES: Bobby Koeplin moved to authorize Jennifer Feist and JoAnn Hooper as signatories to renew the Line of Credit at Dacotah Bank. Mary Simonson seconded. Motion carried unanimously.

FINANCIAL STATEMENTS: Unrestricted/unspecified funds of approximately \$137,295. Class 100-expect rent to increase by April 1st. RTC cash balance of \$14,000. Class 600-received reimbursement from City sales tax for Workforce Opportunity Showcase. I-94 RDC-operating cash of \$1,500. Wade Bruns moved to approve the financial statements as presented. Paige Bjornson seconded. Motion carried unanimously.

JOINT LAW ENFORCEMENT CENTER/CORRECTIONAL FACILITY – POTENTIAL LOCATIONS: Two locations being explored include the 12.5 acres south of the County Shop and 12 acres in the I-94 Regional Development Corridor that we own. Bill Carlblom indicated the railroad creates issues with the space near the County Shop including blocking access and hazardous materials being transported. Interstate is a benefit. Five counties are interested in beds. A committee is looking at options. Something has to be done or the jail is at risk of being shut down. Currently, the requirement is to have a plan in place by the end of the year. The current jail would require double the staff if left as is. Do other counties need to be on board to make the idea work? Important to do what is right for Barnes County first. The project will not result in job creation and would not fit well in the I-94 RDC. What passersby see from the interstate is important. Could be part of the development on the middle interchange which is not as visible. Crossing in NW Industrial Park – can that be revisited?

EXECUTIVE SESSION: 7:00 a.m. Bill Carlblom moved to go into Executive Session. Mary Simonson seconded. Motion carried unanimously.

CLOSE EXECUTIVE SESSION: 7:20 a.m. Wade Bruns moved to close the Executive Session. Mary Simonson seconded. Motion carried unanimously.

MOBILITYPLUS REHABILITATION: Wade Bruns moved to approve a Flex PACE loan of up \$4,000 for 7 years for MobilityPLUS Rehabilitation. Mary Simonson seconded. Motion carried unanimously.

VALLEY WEST 2: Paige Bjornson moved to recognize the conflict of interest for George Gaukler and Josh Kasowski and they will not be voting. Mary Simonson seconded. Motion carried unanimously. Mary Simonson moved to approve up to \$33,333 for the application to the Multi-family Housing Rehab Program. Paige Bjornson seconded. Josh Kasowski and George Gaukler abstained. Motion carried.

FLEX PACE: Should we have a minimum loan amount required to apply to the Rural Development Finance Corporation? Funding requires a 2-page application, our financial statements, and a commitment letter from us and the bank. Should a fee of 1% of the loan amount be charged to help cover our time? RDFC has a 1% fee (of the amount we borrowed from them) that should be passed on to the customer. Should we cover this amount? Should we ask for a \$50,000 allocation from RDFC? Determine how we track. Decrease administrative time on both sides; draw on the pool for closed deals. Will apply for Valley West 2. Local funds-if the loan amount from us is less than \$10,000, we fund the entire amount up-front instead of making annual payments. From a cash flow perspective, 13 of the 39 projects funded are less than \$10,000; \$80,000 was released up-front. Will pay annually to help our cash flow.

NOTE: Bill Carlblom left at 7:30 am.

ANNUAL BANQUET: The annual Chamber and Development Corporation banquet is Wednesday, April 25th. There is one Board vacancy due to Tony Kobbervig's retirement and three board members are up for re-election. Review needs of the Board when determining the slate of directors to present. At what point do we add ex-officio positions? Important to make sure we don't have too much focus in one particular area. Need to include technology, manufacturing and workforce. Can add as many ex-officios as desired and make the Board larger. Ex-officio role is a feeder for a Board role. Current and potential contribution is important discussion. What does that look like in an ex-officio role? Many people in the community have strong abilities that can be brought to the table. Our membership was asked to participate. Bobby Koeplin moved to appoint Paul Diegel as an ex-officio; his knowledge of medicine, the elderly and retirement will be useful. Paige Bjornson seconded. Motion carried unanimously. Continue to look at additional positions. The Nominating Committee will submit Josh Kasowski, Luke Trapp, George Gaukler and Matt Pedersen as the slate of directors; nominations will be taken from the floor and ballots will be used if necessary. Mary Lee Nielson moved to add manufacturing, technology, and workforce as ex-officio positions with intent to fill them. Mike Metcalf seconded. Motion carried unanimously.

PREVENTICE: Making progress. Melanie Arnett connected with 30 people as of March 23rd and we referred 20 of them; 10 were hired including the lead position. Good stories of hires, moving to Valley City, commuters getting off the road, etc. Will work on another story that includes Preventice and the Workforce Center. RTC renovations are ongoing; cutting Suite 4 over to generator on Tuesday/9:00 am. Looking at whether we can put the whole building on the generator except for air conditioning; reordering data to determine. Office cubes will arrive on Wednesday.

DIRECTOR'S REPORT: Workforce Pipeline: Meeting on Friday the 13th at 8 am. Livability Survey: Please complete. Fargo Career Fair: Participating in April 18th in Fargo. SBDC: Are we interested in financially supporting an SBDC person located at the Jamestown economic development office? Office Budget: firming up building numbers and our operating and office needs. Special meeting expected for office budget and pending projects. City Updates: Streetscape-Mayor Carlsrud mentioned they have received quite a few negative opinions being voiced and putting pressure on Commissioners. Need to hear from positive side especially young people. Emphasis on study done. Upcoming Election: Deadline to submit petitions is April 19th at 4 pm for City and County elections.

There being no further business, President JoAnn Hooper adjourned the meeting.

Respectfully Submitted

Jennifer Feist
Director of Development