

Beulah JDA
Board Special Meeting Minutes
December 22, 2021
4:30 PM - Beulah City Hall

Attendance: Travis Frey, Beaver Brinkman, Nathan Richter Ben Lenzen, Amanda Mohl, Vern Muscha, Kim Kessler

Absent: Scott Solem, Mary Lou Horning, Jerry Isaak, Auston Biles,

A. **Call Meeting to Order**-Travis called the meeting to order at 4:31 pm.

B. **Agenda Approval** – Vern moved approval of the agenda; Amanda seconded. Motion approved.

C. **Meeting Minutes**- Kim moved to approve the November 17, 2021 minutes; Amanda seconded. Motion approved.

D. **Financial Reports** –

The loss reported on the Comfort Station was questioned. It was clarified that JDA only owned the building which was being reported at construction cost. Beaver will prepare a spreadsheet that sets out the buy downs once he has received the information on the Winkler buy down. There are three buy downs that will end in 2022.

Beaver moved approval of the November 2021 financial statements as presented; Vern seconded. Motion approved.

Ben Lenzen CPA has submitted a quote for his accounting services in 2022. The quote is in the amount of \$200.00 per month which is a more realistic amount for the scope of Ben's services. Beaver moved approval of the quote from Ben Lenzen CPA in the amount of \$200.00 per month; Vern seconded. Motion approved.

E. **OLD BUSINESS**

1. **USDA Building** – No report

2. **Greystone**

The proposed lease format for new tenants for the Greystone Building was sent out for review before the meeting. The new lease format now includes a provision for security deposits. It was recommended that tenants' phone numbers be included and a walk through provision be added as a requirement at the beginning of each tenancy.

The new lease for Then & Now Candy Store was presented for approval. The extended term will be from January 1, 2022 to June 30, 2022 at a monthly rent of \$500.00. Amanda moved to approve the new lease with Then & Now Candy Store as presented with the beginning date to be January 1, 2022 for a six month term at \$500.00 per month; Kim seconded. Motion approved.

3. **Budgeting**

Snow Removal Quotes for 2022 – USDA Building

J-S Sanitation has notified JDA that they will no longer be doing snow removal of the parking lot and driveway at the USDA building. Beaver was able to hire Sensational Paint Inc. (owned by Frank Senn) to do a one-time snow removal on JDA's behalf earlier this month. Two quotes have now been

received for consideration going forward. The quotes received from Sennsational and Dale Schwalbe are essentially comparable in that Sennsational was the lower bid but Schwalbe would be able to provide larger equipment to each snow event. There was discussion on timing expectations and it was noted that each indicated they would be able to meet the requirements with the understanding that there might be exceptions based upon the time and amount of the snowfall. Nathan moved to approve Sennsational Paint Inc. for the current season with a more formal bid process to be undertaken mid-year; Amanda seconded. Motion approved. A letter of understanding setting out expectations such as snowfall totals, location and frequency for Sennsational's services will be prepared.

Vendor List – Beaver is continuing to work on preparing the Vendor List. Nathan offered to assist in the preparation by creating an Excel spreadsheet for the information.

Property Management – Still in discussion

A preliminary budget will be provided at the January 2022 meeting.

F. NEW BUSINESS

Expiring Terms – The terms for Vern, Jerry, Kim and Travis will expire at the end of this year. Both Kim and Vern expressed their desire to continue to serve on the Board for an additional term. Jerry was not present but will be included in the recommendation for approval to Council at its December 22 meeting.

G. OTHER BUSINESS

Bowman Development Meeting – The proposed meeting dates are January 20, 21 or 22. A confirmation will be provided once scheduled.

Beaver moved to adjourn the meeting; Nathan seconded; Motion approved.

Meeting was adjourned at 5:15 pm.

Submitted by,

Beaver Brinkman, Secretary