

**Beulah JDA**  
**Board Meeting Minutes**  
**June 19, 2019**  
**4:30 PM - Beulah City Hall**

**Attendance:** Nathan Richter, Michael Woods, Jerry Isaak, Kim Kessler, Beaver Brinkman, Travis Frey, Vern Muscha (by phone), Mary Lou Horning  
**Absent:** Clyde Schulz, Scott Solem, Blake Seibel

- A. **Call Meeting to Order**-Nathan called the meeting to order at 4:32 pm.
- B. **Agenda Approval**- Nathan asked for a motion to approve the agenda. Travis asked that an agenda item concerning a curb stop be added to the Suites on Main discussion under New Business. Kim moved to approve the agenda as amended; Mary Lou seconded. Motion carried.
- C. **Meeting Minutes**-Nathan asked for a motion to approve the May 17, 2019 meeting minutes. There was a request to amend the minutes by removing the second Blake Siebel listed under attendance and to reflect that the meeting adjourned at 5:30 pm. Beaver moved to approve the May 17, 2019 meeting minutes as amended; Jerry seconded. Motion carried.

**D. Financial Report**

- 1) **Profit and Loss Statements**-  
Michael presented the financial statement for the board to review. There was discussion on some of the line items. Kim moved to approve the financial statements as presented; Mary Lou seconded. Motion approved.

**E. OLD BUSINESS**

1) **USDA Building**

Interstate Engineering has the building blueprints. The blueprints have been scanned and sent to the governmental office overseeing the lease renewal. JDA is currently waiting to hear a response from them. Mary Lou moved to approve Beaver as the primary contact going forward; Jerry seconded. Motion carried.

2) **Greystone Hotel -**

**Exterior Improvements** - JDA approved hiring Olheiser Masonry to undertake the brick and masonry repairs for the Greystone building in August 2018. Olheiser Masonry has not started the project to date. Vern reported that he has followed up on some of the work they have done in other communities and expressed concerns in going forward with the project as approved last year. The scope of the work that was agreed upon last year was discussed along with the possibility of looking at using steel on the exterior rather than replacing the brick as originally contemplated.

Mary Lou moved to rescind the board's approval from August 2018 to hire Olheiser Masonry to work on the Greystone's exterior; \_\_\_\_\_ seconded. Motion carried

Mary Lou moved to approval seeking other bids for the project to include repairing the brick and the possibility of using steel rather than masonry: Vern seconded. Motion carried.

Building Keys – Vern reported that some of the tenants have expressed concerns regarding JDA having keys to access their leased space. The keys are needed for JDA to have access in the event it is needed for emergency purposes. There may be issues for RiverRidge regarding bonding requirements. The matter was tabled to allow Karla from RiverRidge to obtain more information on the bonding question.

- 3) **Bylaws:** Tabled
- 4) **Vision and Mission** Tabled
- 5) **Heritage Park Market** – The Electrical discussion was tabled.

## **F. NEW BUSINESS**

### **1) Suites on Main – 108 West Main**

**Business Storefront Improvement Program – Grant Request** - Deanne Gierke has submitted a grant request to offset some of the costs she incurred in renovating the 108 West Main property. The criteria for the Grant Program was reviewed and discussed. Deanne's request included doors and there was a question if the doors were all exterior or if they included interior ones as well. Further consideration was tabled to allow Nathan to speak with Deanne and clarify the information provided in her request.

**Curb Stop** – Travis reported that Deanne has also contacted the City to request assistance in paying for the work that was done on the curb stop for the property. Under city ordinance, the city is unable to provide any assistance for the project. It was questioned if this was something that JDA could consider. A specific grant request would need to be submitted to JDA for consideration. It was understood that this does not need immediate action and was tabled until more information was received.

### **2) Brian and Deanne Gierke – Edward Jones Building**

**Business Storefront Improvement Program – Grant Request** - The Gierke's have submitted a grant request for the new signage at the Edward Jones Building. The request was tabled until JDA is able to review the signage. The importance of coordinating with Planning & Zoning to ensure compliance with permit and building requirements was discussed.

### **3) New Board Member - Application**

Gloria Olheiser has submitted an application for appointment to the JDA Board. Mary Lou moved to approve Gloria's application and to forward it to City Council for its approval; Jerry seconded. Motion carried.

**Adjourn**-meeting was adjourned at 5:32 pm

Submitted by,  
Travis Frey