

**Beulah JDA**  
**Board Meeting Minutes**  
**November 18, 2020**  
**4:30 PM - Beulah City Hall**

**Attendance:** Nathan Richter, Travis Frey, Beaver Brinkman, Gloria Olheiser, Vern Muscha, Kim Kessler, Auston Biles, Ben Lenzen, Scott Solem (joined @ 5:30), Mary Lou Horning (joined at 5:30)

**Absent:** Michael Woods, Jerry Isaak, Clyde Schulz,

**Guests:** Kurt Swenson

- A. **Call Meeting to Order**-Nathan called the meeting to order at 4:36 pm.
- B. **Agenda Approval**- Travis moved approval of the agenda; Kim seconded. Motion approved.
- C. **Meeting Minutes**- Travis noted that Ben Lenzen needs to be included under Attendance rather than being included under Guests. Kim moved to approve the November 18, 2020 meeting minutes as amended; Vern seconded. Motion approved.
- D. **Financial Reports**  
Michael sent out the financial reports just prior to the meeting. Beaver moved to table discussion until members have had a chance to review; Auston seconded. Motion approved.
- E. **OLD BUSINESS**
  - 1) **USDA Building**  
Beaver reported that 98% of the work has been completed. The walk through is scheduled for December 9. The new rents have already started. Some of the exterior improvements have been put on hold until spring due to weather concerns.  
  
A potential buyer has expressed interest in purchasing the building. Discussion included the need to obtain an appraisal to have ready should negotiations begin in earnest. Ben moved approval of ordering an appraisal on the USDA building; Vern seconded. Motion approved.
  - 2) **Greystone Tenants**  
Tenants of the Greystone have expressed concerns about the potential of rent increases. It was recommended that a letter be sent to the tenants providing them assurance that no immediate rent increase is being contemplated and that their current rent payment would be in place until June 1, 2021. Beaver moved that a letter be sent to tenants of the Greystone stating that the amount of their current rent payment would not be increased until June 1, 2021; Kim seconded. Motion approved.  
  
Ben made a recommendation that incremental rent increases be considered if the monthly increase is substantial due to the delay in bringing rents to market rates.
  - 3) **Bylaws** – Initially tabled. Discussion was picked up upon Scott's entering the meeting. Scott is still working on a draft; he is looking at the bylaws of similar organizations to determine if there is any additional provision that may need to be considered.

Beaver moved that term limits for members be established at three (3) three (3) year terms; Auston seconded. Motion approved.

Travis moved that members must attend at least six (6) monthly meetings in a year or they will be terminated from being a member; Beaver seconded. Motion approved.

**4) Program Offerings – Strategic Plan**

Tabled until input from board members is received. Nathan asked members to review the proposals as discussed at the October 21 meeting so that a strategic plan can be finalized and implemented.

**F. NEW BUSINESS**

**1. Terms – Officers**

The three year term limits for Michael Woods, Clyde Schulz, Auston Biles (replacing Blake Seidell) and Nathan Richter will expire on December 31, 2020. Officers are elected annually and will need to be elected as well. The positions are currently filled as follows: Nathan Richter (Chair). Travis Frey (Vice-Chair), Michael Woods (Treasurer) and Beaver Brinkman (Secretary). There are also currently a number of vacant positions on the board.

Elections will be held at the January 2021 meeting. The election of members needs to be approved by Council.

It was confirmed that Auston's term falls within the term of Blake Seibel's, the member that he has replaced.

**2. PACE Buy down Requests**

- a. MAP Tools LLC - Kurt Swenson appeared on behalf of Map LLC. He provided a brief description of MAP and its business. MAP owns the office building in which it is located in Beulah.
- b. Molco LLC renovated the former bowling alley into a family entertainment center that includes a restaurant and bar. It has a construction loan in the amount of \$85,000 over a 122 month term. The owners anticipate having fifteen full-time employees as its business continues to grow.
- c. Losson Leonard recently purchased the former Ace Hardware store located on Main St. A portion has already been renovated and is being rented to Auto Value. He is continuing to work with other parties interested in the remaining space which includes a restaurant, classroom/studio and business office.

The three requests will be reviewed in more depth at the December meeting. It was recommended that the number of jobs to be created be a contributing factor in discussions.

**3. Year End Assembling of Financials**

The annual audit routinely notes that JDA should undertake having an accountant provide a review of the financials before submitting them for audit. Gloria moved appointing Ben Lenzen to review the financials on behalf of JDA prior to being sent to the auditors; Beaver seconded. Motion approved with Ben recusing himself from the vote.

Ben requested that the term assemble be used rather than audit to set out the scope of his service.

**4. B'Dolce's**

B'Dolces's has requested an extension of 1 year on the term of its contract for deed with JDA. Discussion included B'Dolce's favorable repayment history, SBA portion has been extended and the negative nature of the COVID crisis on the hospitality industry overall. Beaver moved to approve extending the term of the Contract for Deed for 1 year until 2022 with costs associated with the refinancing to be paid by B'Dolce's; Gloria seconded. Following a brief discussion, Beaver amended his motion so that it included the extension must also be approved by Union Bank; second by Gloria. Motion to amend the original motion approved. The main motion was approved as amended.

**G. OTHER BUSINESS**

**Meeting was adjourned at 5:53 pm.**

Submitted by,

Beaver Brinkman, Secretary

Join Zoom Meeting

<https://zoom.us/j/98600161089?pwd=OXcwVm8yYlNQMKsxRzFZa3pJd0NKZz09>

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