

JDA Meeting
November 16, 2022
Beulah City Hall

Present: Auston Biles, Beaver Brinkman, Nathan Richter, Scott Solem, Vern Muscha (by phone)

Absent: Ben Lenzen, Kim Kessler, Mary Lou Horning

Chairman Richter called the meeting to order at 4:52 pm

Beaver asked that discussion of ND True be added under New Business. Auston moved to approve the agenda as amended; Beaver seconded. All in favor, motion carried.

It was noted that the discussion in the October 19, 2022 minutes under Deanne Gierke regarding the Rental Assistance Program should be changed so that it was clear it was the "potential" of rental assistance that the tenant "could" have received is that prompted the rent increase. Auston moved to approve the October 19, 2022 minutes as amended, Vern seconded. All in favor, motion carried.

The Financial Reports for September and October were emailed out prior to the meeting. Beaver noted that Depreciation should be removed from future reporting. Beaver moved approval of the September and October with the accounting for Depreciation to be removed in future reporting. Discussion included that the purchase of Certificate of Deposits will be reported in the next statements and the accounting service fees have been increased to reflect the preparation time more accurately. The timing in getting the statements sent out was discussed. There was a question about the reporting of the negative balance regarding Nick Meissner's buydown. Auston seconded the motion. All in favor, motion carried.

OLD BUSINESS

USDA building

Beaver reported on various winterization projects that are being undertaken. A new furnace needs to be included in the budget going forward. No action required.

Greystone

Nathan reported that he did call for an update on the appraisal. Carrie Mann indicated that the appraisal is in process but that she still needs to see copies of the lease agreements that are currently in place. Beaver noted that those have been sent. Beaver reported on the lighting concerns. Scott commented on the condition of the flooring and the cracks in the tile. He will take pictures of the problem areas and provide those at the next meeting.

Rental Assistance Program

Concerns on how requests will be reviewed and approved have been noted. At this time there is no documented guidelines or criteria in place. This does provide flexibility in considering requests however also can create ambiguity in the process. It was recommended that JDA look at drafting a set of guidelines rather than requirements.

It was proposed that a standard application for all of JDA's programs be used. Beaver recommended the form used by Garrison as a model.

There was discussion on JDA's programs and the role of JDA versus the Bank of North Dakota. JDA focuses on job creation and does not require collateral. There is no risk or long-term liability. Beaver moved to table further discussion on this matter; Scott seconded. All in favor; motion carried.

Destinee Jensen Photography – Rental Assistance

Nathan has sent out five different examples of rental assistance for review. Auston moved to table discussion; Beaver seconded. All in favor; motion carried.

NEW BUSINESS

Term Limits and Officers

The terms for Mary Lou, Scott, Beaver and Ben are set to end at the end of this year. Nathan and Auston's terms will end at the end of 2023 with Kim and Vern's ending at the end of 2024. New officers will need to be elected in January. The bylaws require term limitations. There are currently board positions that remain unfilled and Beaver questioned if the bylaws should be amended to provide for longer terms to address this fact. Names of potential directors were proposed and will be contacted to see if they are interested.

JDA Computer

The computer that was the JDA computer is outdated and does not work. There was a question as to the necessity of JDA having its own computer.

Other Program Offerings

Beaver would like to list the available programs on JDA's website along with providing the application forms.

ND True

A screen print business is being developed as an adjunct to a current retail business. The service would be able to transfer business logos and other designs on to apparel and promotional items using new cutting edge equipment. It would be featured as a North Dakota based product. It is currently being operated by two persons and it is anticipated that it would be looking at hiring one to two additional people. Beaver moved to table further discussion until there is a special meeting; Scott seconded. All in favor; motion carried.

Other Business

Bids have been received from Dale Schwalbe and Frank Senn for snow removal at the USDA Building. The one bid has a lower hourly rate however the other bid has more equipment and enough staffing to help ensure the contractual obligation in removing the snow by 8:00 am will be met. Auston moved to accept Dale Schwalbe's bid; Vern seconded. All in favor; motion carried.

Beaver moved to adjourn at 5:47 pm, Auston seconded. All in favor, motion carried