

Beulah JDA
Board Meeting Minutes
October 22, 2019
4:30 PM - Beulah City Hall

Attendance: Nathan Richter, Beaver Brinkman, Michael Woods, Vern Muscha, Mary Lou Horning, Jerry Isaak, Scott Solem

Absent: Travis Frey, Kim Kessler, Gloria Olheiser Clyde Schulz, Blake Seibel

- A. **Call Meeting to Order**-Nathan called the meeting to order at 4:52 pm.
- B. **Agenda Approval**- Jerry moved to approve the agenda; Scott seconded. Motion carried.
- C. **Meeting Minutes**- The September 18, 2019 minutes reflect that there was not quorum present and the meeting was subsequently adjourned. Jerry moved to approve the September 18, 2019 minutes; Beaver seconded. Motion approved.

D. Financial Report

Michael presented the current financial statements. An adjustment was made to the reporting of the City's allocation to Heritage Park Market. Mary Lou moved to approve the financial reports as provided; Scott seconded. Motion approved.

E. OLD BUSINESS

1) USDA Building

Lease Update – Beaver reported he received a proposal from USDA today and he will forward it on to JDA members. Agreement still needs to be reached on total rentable space and location of specific space to ensure ADA compliance. Construction estimates are pending until space issues are resolved.

Exterior Improvements - A number of bids for replacement of the siding have been received.

2) Greystone Hotel -

Building and Office Keys – Verne will continue to work with Karla at Thrivent to resolve the key issues for the second floor. .

Masonry – Vern has spoken with additional contractors about the masonry at the Greystone. There has been a delay in getting responses due to the heavy rains that the area has recently experienced.

- 3) **Bylaws** – Scott recommended JDA set up a committee to review the proposed bylaws to then bring back its recommendation(s) to the full board. The discussion will include whether or

not to establish term limits in the bylaws. The matter was tabled until a special meeting on the topic has been scheduled.

- 4) **Home Rule** – Beaver reminded everyone that voting on the Home Rule Charter is Tuesday, November 5. He offered to meet with anyone who has questions on the Charter.
- 5) **J & M Industrial Buy-down Request** – Because Jerry and Nathan need to be recused from the vote, there was not a quorum present to consider the buy-down request. A special meeting may be scheduled before the end of November to vote on the request.

F. NEW BUSINESS

- 1) **Detailed Listing of Current Buy-downs** – Michael is currently working on a schedule of yearly buy-downs so that the board can track JDA’s commitments. Beaver noted that there appear to be discrepancies between the individual Flex PACE files and amounts being reported. The best way of reporting the information was discussed. It was recommended that the amounts be reported as loans.
- 2) **Clerical Responsibilities – Renee** – Beaver moved to authorize Renee to take care of the routine secretarial needs on behalf of JDA; Jerry seconded. Motion carried.
- 3) **Protocol on JDA Buy-downs with Businesses That Are No Longer Operating - RNB** Fitness has closed. The question has come up as to how to proceed with its Flex PACE buy-down that is due on October 27. Nathan noted that except for very limited exceptions, JDA has no obligation to continue with a buy-down when a business ceases to operate. Mary Lou moved to deny payment on the RNB Fitness buy-down due to its closure and to stop the Flex Pace buy-down going forward and to communicate this decision to RNB and the Bank of North Dakota; Seconded. Motion carried.
- 4) **Rent Assistance to New Owner of New Way Health Store** – JDA has received a request from Michelle Knecht for rent assistance in the amount of \$125.00 per month. She will need to complete an application prior to consideration of her request. Beaver will provide her with the application as those are not yet available on-line.

Meeting was Adjourned

Submitted by,

Beaver Brinkman