

Sargent County Job Development Authority

Minutes

Date of Meeting: 10/13/2016 Time: 7:30 AM

Location of Meeting: Milnor City Office

PRESENT: Ron Narum; Bill Anderson; Jessica Peterson; Sandy Hanson; Mark Bopp; Mike Walstead; Carol Peterson; Terry Dusek; Randy Pearson;

Guests: Nathan Berseth-Consultant with CCA; Mithc Calkins-Lake Agassiz Development Group

Not Present: Jerry Erickson; Al Colemer; Robert Ptacek

Meeting Called to Order: Chr Mark Bopp

Minutes of Last Meeting Presented by Sandra Hanson. Terry/Randy moved to approve the minutes of September 8th, 2016 with the correction in the old business report regarding the spec home- minutes recorded as "First State Bank of Milnor; should list First National Bank of Milnor". With no other corrections the minutes were approved unanimously.

Treasurer Report-

Spec House Milnor:	8/26/2016	Concorde General Agency	\$ 752.95
	8/24/2016	Arrowhead Transport	\$ 1,259.72
	9/26/2016	Strege Concrete	<u>\$15,376.00</u>
	TOTAL EXPENDED TO DATE		-- \$ 17,388.67

Outstanding Bills:

Ottetail Power Co	\$	50.34	
Arrowhead Transport	\$	258.28	
Northstar Roofing	\$	2,305.00	
Kyle Marquette	\$	7,000.00	
RC Pearson Farms	\$	2,770.00	
Marquette Construction	\$	13,088.82	balance to here \$25,472.44
Riverside Building Center	\$	60,705.96	

Total outstanding Expenditures --

\$ 86,178.40

Total expenditures to date: 10-3-2016 --

\$103,567.07

250,000.00 loan Lake Agassiz

SC JDA 25% = 62,500.00 - \$17,388.67 = \$45,111.33 balance

\$45,111.33 - \$25,472.44 = **\$19,638.89 to pay to Riverside Building**

Balance owed to Riverside Bldg - \$41,067.07

Issued payments for those highlighted and issued the balance to Riverside to equal a total expenditure to date of \$62,500.00.

Current JDA BALANCE – most current activity report not available yet

Jessica/Mike to approve the treasurer report presented. Motion carried unanimously.

Loan Reports:

Waswick Chiropractic- Payments on schedule

Four Seasons Health Care-Payments on schedule

Four Seasons Villa- still waiting for the payment schedule and paperwork for the loan to be completed for payments. None collected to date.

Rutland General Store-payments on time

Bixby Auto & Glass-payments on time

OLD BUSINESS

Milnor Spec house- Discussion on the current outstanding bills. The balance of the Riverside Building Center Invoice in the amount of \$41,067.07 to include sales tax. OtterTail Power Co invoice in the amount of \$18.73. Terry suggested that the JDA pay the Ottertail bill in full and to pay the amount of \$37,481.27 to Riverside Building Center as per our minutes dated 8/15/2016. This will bring our current expenditures to \$100,000.00. It will leave a balance owed to Riverside in the amount of \$3,585.80. Discussion-Once all copies of invoices and payments are forwarded to Lake Agassiz, LADG will reimburse our funds that are in excess of the 25% of the loan amount approved. At this time It is being estimated that the JDA has 25% or \$62,500.00 of a \$250,000.00 loan with LADG. With no further discussion motion was passed unanimously.

First National Bank Checking account-A special meeting was held with the Commission on 9/22/2016. Purpose of the meeting was to discuss the checking account that the JDA was opening. Upon discussion it was decided that the separate checking account does not need to be opened and that the invoices will run through the JDA funds in the County system.

Terry/Bill to close the account at the First National Bank that currently has a zero balance. Motion carried.

With no further old business at this time;

NEW BUSINESS

Mitch Calkins was recognized for presentation- Mitch represents Lake Agassiz Regional council as a program manager. He explained that the Federal government requires a comprehensive economic development Strategy plan and he has been designated to work on this. He will be including the counties of Cass, Ransom, Richland, Sargent, Steele, and Traill in the plan. This plan will continue to provide opportunity for federal funding and also partnering with other funding opportunities such as state government; private business; and other organizations. As Mitch works through the planning process he may be in touch with this group for input and information. Handouts included. Bill brought to the floor the current goals of the JDA which is economic development; job creation; and on the forefront now is Single family housing. Which is why the JDA is currently are the leaders in construction of a spec home located in Milnor.

JDA Mill Levy and Funding- prior to this 2016, Milnor and Forman were receiving their own JDA mill levy dollars from the city taxing district. It was not contributing to the county fund as were the other cities and townships. Terry reported that at this time the city of Milnor has moved to stop collecting the city JDA mill levy and allow the county to draw the 4 mills into the county funds. Mark reported that Forman has made the same decision. A request by the Gwinner City council regarding the amount of money that the JDA mill levy has collected from Gwinner City for the last 10 is being compiled by the Auditor/JDA. A quick recap of some of the things that the JDA has done and has been approached to assist with was discussed. Other than our current Loans listed above, funding to assist a tire shredding business was started but after two fires, the proposal was withdrawn by the owners. The CDP lodge has had funding available for its start up. Started working with the Veterinary business in Milnor but funding found elsewhere. Dakota Micro near Geneseo and Cogswell Bar and Grill to list a few.

CCA Report-Nathan Berseth reported on his activities on behalf of the SC JDA since our last meeting. He has been talking to a someone regarding a potential project in the Gwinner area. The Rutland Bar is still trying to secure funding to participate in some type of loan process. Interest has sparked up for possibly 2 additional spec houses. Nathan continues to follow the trends of agencies such as LADG and Bank of ND for programs that may benefit Sargent County as a whole.

Also has had an inquiry about possible assistance for a daycare in Rutland.

Lake Agassiz Loan-The Sargent County Commission held a special meeting on October 6th, for the purpose of the letter of guaranty for the SC JDA. The commission passed a resolution to execute the loan guaranty form on behalf of the SCJDA.

The resolution has been signed and the guaranty form is waiting review and completion by the SC States Attorney office.

Amber with LADG will complete the paperwork and drive down upon receiving these documents.

Travel Voucher Signatures-distribution of the travel vouchers for member signature was completed. This will enable reimbursement for mileage if warranted and meeting attendance for the year 2016.

Round Table- Carol and Terry reported the Peterson addition will have ground breaking Friday Oct. 15th at 6:00 pm. The first spec home in Milnor has sold. Starting to lay pipe for water/sewer. Milnor Fire department new structure coming along. A move in date is not known at this time. The idea is to put the old fire hall on the market. 5 units in senior housing apartments are open. Mark reported that Forman has possibly seen the peak of rental property needs. Currently have a few apartments available throughout town as well as the town houses. Doing research on the possibility of a mobile home park. Circle ag submitted an application for construction of a fertilizer plant west of Forman. New house in the Klefstad addition. 3 townhouses are currently available and 3 in the 14 plex.

Jessica reported that the 36 plex has about 25 units rented out so far. Gwinner is completing a new development with 12 residential lots and 2 commercial. A new storage unit structure is already going on one lot. The City flood home has not sold yet.

Ron reported that Dennis Mclaen is advertising lots for sale. Water/sewer is getting dug through drain 8 for that area. Dennis has a house that is waiting for the hookups. The elevator and bar seem to be going well and are busy.

Bill reported that Havana and Cogswell both have some new housing projects in their communities and that we can't loose site of our small urban cities and villages.

With no further business the meeting was adjourned at 8:40 am.

Recording Secretary
Sandra Hanson