

# **Sargent County Job Development Authority**

## Minutes

Date of Meeting: Tuesday August 11, 2020 Time: 5:30 pm

Location of Meeting: Milnor Senior Center

**PRESENT:** Board: Bryce Carlson; Mark Bopp; Carol Peterson; Bill Anderson; Bob Ptacek; Sandy Hanson; Lyle Bopp; Terry Dusek; Jessica Peterson (conference call)

**Not Present Board:** Mark Gainor; Luke Anderson; Paige Cary; Michael Walstead

**Guests:** Nathan Berseth-CCA Consultant; Mary Engst-SC Teller; Deb Banish-Rutland city Auditor; Cindy Klapperich-NDSU Extension; Rebecca Udem-Growing Small Communities

**Meeting Called to Order-**Chairman Terry Dusek at 5:34 pm

At this time Chr Terry asked Board if we can move into New business with a presentation by Rebecca Udem regarding "Growing Small Towns"

**Minutes of Last Meeting Presented-**Sandra Hanson presented the minutes of the meeting dated April 21<sup>st</sup>, 2020. Mark B/Bryce to approve minutes as presented. Motion Carried Unanimously (MCU)

**Treasurer's Report-**The most recent expenditure/budget report was not yet prepared and available through the county auditor office so Sandy presented the most current report on file. May report 2019 Budget \$283,600.00 Expenditures to date - \$251,734.75 balance to date in budget – \$31,865.25 which is 88% used. Cash Account balance \$507,808.39

**Loan Reports:** Rutland General Store: automatic payments 15<sup>th</sup> of each month

Bixby Auto: payment made 07/09/20

Lariat Bar: Cold project on JDA Books Bank owned

FCDC Assisted living: payment made 07/23/20

Forman Housing Assoc: payment made payment 7/9/20

Four Seasons Health Loan 1: payment made 7/29/20 (april)

CDP Lodge: no payments scheduled at this time begin upon payoff of BND Loan

Four Seasons Health Care Addition Loan 2: payment 7/29/20

Southside Auto-begin one year after final payment on loan with BND 15 yr loan repayment schedule 5% interest; monthly payments; 15 yr repayment schedule

The Field LLC (DBA: The School house) – took the CoVid relief option Begin payments as of 8-20-20

Swede's Plumbing- annual interest payment to BND due 10/1/20

## **OLD BUSINESS**

Career Builders program- The commission approved the JDA budget and the Career Builders Program is in that budget with a line item expenditure of \$8,500.00.

Union building-The SC Bank is waiting for the Council Opinion on their paperwork. Discussion of a third mortgage to be held by the JDA. Lyle stated it doesn't have the same clout in requesting a signature after the dollars had been sent, but due to the request for the dollars and the opinion was not completed the dollars were sent. The group decided it doesn't hurt to ask for the signature anyway. Lyle stated he did not get the paperwork that the bank is waiting for and he did not get the dollars allotted by the JDA to complete a mortgage. Sandy will recheck her emails that she sent out. She thought she sent the info out the first half of June and included Terry & Mark B in the email as they are chr and vchr.

## **NEW BUSINESS**

Rebecca Udem-"Growing Small Towns". Rebecca contacted Carol Peterson and Paige Cary regarding this program initially. Carol invited her to present to the group today. The main drive of this program is to provide virtual assistance to Entrepreneurs and existing businesses in small towns that may need some consulting, support, and/or education to assist them in putting together a successful new business or to find success in an

existing business. The program basically has several ways to support small town businesses. Startup coaching-Business management coaching-entrepreneur round tables-professional development panels and E-commerce accelerator program. Rebecca states that there are people out there that have an idea or are already operating a business but they do not have any outreach available to guide and support them through their struggles, questions, success, or potential growth of a business. Currently there are two primary coaches available. Additional coaches will be added as growth of use continues. Coaches have background as entrepreneurs and business managers/owners. Business owners will contact directly and the goal is to have a meeting arranged as per request within 3 days. Focus is rural communities. Resources locally to assist in spreading the word would be Banks, City chambers or councils and JDA. This would be a no cost to business owner. Membership would be through JDA if approved and cost can be paid annually, monthly or quarterly. Local Hub would be a local responsibility/liability. Bill/Carol to contract with the Growing Small Businesses for one year with the annual payment. Contact people for Rebecca will be Sandy, Carol and Paige. Terry called for vote. Motion carried unanimously

Forman City-On behalf of Luke & Paige Sandy stated that Forman city would like to construct a spec house yet this fall if possible. They have done preliminary work on plans and discussion with Riverside. Mark B reported that They have looked at a couple lots in development south of Hwy 11. Discussion on cost and availability of material due to the CoVid pandemic. What is the budget for a home construction that still makes it a sellable home. Preliminary appraisal prior to construction is a possibility. Discussion also on how many homes to construct in the county. Milnor is interested in another home construction at this time as well. Discussion on use of Lead Lender. Also Discussion regarding using the same house plan for two homes if there is a cost saving in that. The JDA is looking to break even on sales, the benefits to the JDA is the housing availability to people whom want to live here and work here. Tax roll, school population and support for local business. Milnor has a floor plan ready. Bid jobs individually and get buy in from local. City investment is currently the lot with street/sewer. JDA working with Lake Agassiz is leveraging our buck for the best investment. Bill/Mark B to move ahead with the Forman City project with a share of 75/25% working with Lake Agassiz and to continue to work on second project with Milnor if we can get costs we want in order to sell with no loss. Terry called for roll call vote:Carol-yes; Bob-yes; Sandy-yes; Bryce-yes; Lyle-yes; Mark B-yes; Jessica -yes; Bill-yes; and Terry-yes.

CCA report- verbal report provided by Nathan Berseth. Nathan has been working with Milnor on the Development. Also has been an active participant in Gwinner Spec house. Continues to provide information to the JDA regarding state, local, and regional programs and activities. Nathan stated that the contract cost will be \$21,600.00. This contract cost has not changed from previous year. Bill/Bryce to continue a one year contract with CCA as an consultant for the SCJDA. Terry Called for a rollcall vote. Bryce-Yes; Mark B-yes; Carol-yes; Bill-yes; Bob-yes; Sandy-yes; Lyle-yes; Terry-yes; Jessica-yes. Motion Carried unanimously.

Jessica left meeting

Round Table-Forman grocery store will be open. FCDC owns building with option to buy. New front on Library and Bank remodel.

Milnor city-motel is tore down.

Rutland has a new mayor and is looking for a City maintenance worker.

With no further business terry adjourned the meeting.

