

BOTTINEAU COUNTY ECONOMIC DEVELOPMENT CORPORATION

Board of Directors Meeting – July 25, 2018

St Andrews Health Center Conference Room – 12 Noon

Key: *M-Motion, MS-Motion Second, VV-Voice Vote, RCV–Roll Call Vote, MC-Motion Carried*

Board Present: Jon Beyer, Jason Guss, Doug Marsden, Mike Foster, Jerry Migler

Staff: Whitney Gonitzke, Executive Director; Glenore Gross, Administrative Assistant

Visitor: Sharon Kessler and Mike Dorscher, Old Stone Bank Project - Touchstones, Inc.

Absent: Chuck Neubauer, Tyler Rogers, Jodi Atkinson, Julie Mears

MEETING AGENDA:

1. Meeting called to order at 12:08 pm by President Beyer and the floor was given to Sharon Kessler who has been spearheading the Old Stone Bank Project which has been underway since 2011. She presented her current request for up to a \$10,000 grant to enclose the basement with a floor deck which will rough in the stairwell and handicap lift and pour the concrete floor of the new entryway at the back of the building. For support she cited the No. 1 recommendation of Smart Growth America's vision in a 2017 report following their visit to Bottineau was to "restore and repurpose historic structures for community revitalization." Also, that a show of progress on the building would increase interest in other potential donors. To make the building whole would take about another \$40,000 to rebuild the walls and roof of the back 20 feet. Prospective uses were mentioned, along with appreciation for EDC support from the beginning. Sharon and Mike left the meeting at 12:25 pm and the board briefly discussed issues with the project. They stated concern over the length of time on the project and how that affects building condition, as well as the additional costs that will be needed to have it ready for occupancy. Bottineau Area Community Foundation has distributed grants for 2018 so they would not be a resource at this time. With four members absent, Board agreed to table the matter to next month.

At 12:25 pm Beyer returned to the meeting Agenda.

2. **Administrative Position:** With Kara Montriel's untimely passing, Whitney will continue with the interview process; Glenore continues to work part time.

3. **Approve Minutes:** *M-Guss to approve June 27 minutes as printed; MS-Foster. VV-MC.*

4. **Review/Approve Financials:** Board received copies of Balance Sheet, Budget Report, Profit & Loss by Class and Expense Report for May. Loan Report items:

- Jerry Harris/Birchwood Patio: A Notice of Execution Sale for the South ½ of Lot 4, Birchwood Homes Addition on August 10th at 10 am at the Courthouse has been published on behalf of Dakota Bank (a portion of the 2nd lien position collateral on EDC loans). Partial release was done on this portion.
- Dragon Spray Coatings/Pure Aquatic Resources: Zettell phoned to check loan balance and request a reduction in interest owed; they can't get another needed loan until this one is cleared in court.
- The Preserve –According to Atty Conroy, Riley's promised payment was not received by the requested date. A filing has been submitted to court but the date is not yet set. After discussion of the liabilities of becoming land owners and high costs for taxes, sewer hookups, specials, etc., board agreed that in spite of it setting bad precedence it would agree to accept the final offered payment amount anytime up to the date of the court hearing.
- Boppre remaining balance is due to giving them a wrong payoff amount; board agreed to drop the request for payment since the loan amount plus adequate interest has been covered.

M-Marsden to approve the Financials as presented, MS-Migler. VV-MC.

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- 5. Day Care Discussion:** Discussion with Heather Belcourt revealed she plans to go from 17 current spots to about 30, hoping to add four infant spots. Whitney requested information for the Bank of North Dakota PACE Buydown offer which places Bottineau EDC in a 75/25 community share for buying down their interest rate, with her concern being that EDC limits funding to 10% of project. [NOTE: the 75/25 share relates to the amount of interest buydown, not the cost of the project.]
The Round Table meeting with City Council and others provided good information, but support for additional daycare is needed for local workforce requirements beyond what Belcourt is proposing and the EDC needs to voice its support to city council. *M-Foster to note that EDC supports the Building Blocks Learning Center proposed addition at approximately \$500,000 to be divided between city and county; MS-Migler. RCV-Marsden-Y, Migler-Y, Foster-Y, Beyer-Y, Guss-Abstain due to conflict of interest. Via e-mail: Mears-Y, Atkinson-Y, Rogers-Y. MC.*
Marsden suggested finding out from daycare providers why some are struggling with numbers; Guss suggested a potential problem with Belcourt's site due to location of a nearby lifetime sex offender and Marsden said the previous operation had been burned and buried on site which could be an issue.
- 6. Training Dates/Expense Approval:** Whitney request approved for expenditure needed to attend the Governors Workforce Development with a \$300 registration fee plus travel and hotel two nights; ND Downtown Conference and the EDND Conference. Funds have been budgeted. *M-Foster to approve the expenses. MS-Migler. VV-MC.*
- 7. Marketing Update:** The photo shoot is scheduled next Thursday Aug 2 at Lake Metigoshe, etc. and in Bottineau Friday Aug 3. Guss will contact Dwane Getzlaff for a grandfather/grandson fishing pose; city sites may include Maries, Bakery, Pride Dairy, Golden Rule. The proposed website overview has been adjusted by the developers for ease of navigation. Whitney and Trudy are compiling the needed information to be included.

Meeting Adjourned at 1:25 p.m. (Marsden left at 1:15 p.m.)

Minutes compiled by Glenore Gross, submitted by Whitney Gonitzke

Next Board Meeting: Wednesday, August 29.