

CCJDA BOARD OF DIRECTORS MEETING

March 5, 2014

The Cavalier County Job Development Authority Board of Directors met at the Langdon NDSU Research Extension Center at 4:00 p.m. with Chairperson Susan Fay Crockett presiding. Board members in attendance included Randy Mehlhoff, Duane Otto, Don Haugen, Tom Borgen, Jim Rademacher, Lawrence Henry, Todd Borchardt, Mike Granlund, Brent Zavalney and Mark Busse. Also in attendance were Shannon Duerr, Executive Director, and Carol Goodman (by phone). Guests included Cody Schlittenhard and Heidi Sakrosmo.

Discussion of Dr. Shelby decision to leave the community was added to the agenda.

The minutes of the February, 2014, board meeting were reviewed. Duane made a motion to approve, second by Don, motion carried. The minutes had been sent to the board electronically in advance of this meeting. Shannon reviewed the February, 2014, financial report. She noted the payment of \$1,450.00 to the State Auditor Office for the 2012 annual audit, and the pay-off of the Shelby loan. There is approximately \$140,000 available in the Langdon City Sales Tax Economic Development Fund. Don moved to accept the financial report, second by Randy, motion carried.

Under **Office Reports**, Shannon requested authorization to sign the contract for the welding training program to be conducted through TrainND. Brant made a motion for Shannon to go ahead, second by Mike, motion carried.

The minutes, financials and office reports are on file in the CCJDA Office.

Old Business:

The board discussed the housing development research that the JDA office has been doing. A map showing the city plat overlaid on a Google Earth Satellite Image of Langdon was passed out to the board.

New Business:

Heidi Sakrismo discussed her proposal to start a therapy riding program with the board. She will be renting 30 acres 9 miles north and 3.5 miles east of Langdon. For the first phase, she requested a \$20,000, 0% loan which will allow her to establish the electricity and water infrastructure to the site and to construct a 130'x200' riding pad. She is in the process of becoming a certified therapeutic riding instructor. Her clients are coming from as far away as Gary, MN, and she already has three camp days set for this summer. She also has requested Cavalier Rural Electric Co-op funding and is working with Sillers Law Office on 3-year liability release forms. Her business plan is on file with the JDA office. Mike moved to approve a \$20,000, 7-year, 0% loan, second by Don, motion carried.

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Cody Schlittenhard visited with the board about a \$20,000 loan to purchase landscape edging equipment, which will allow him to expand his construction projects. He provided a brochure of what the equipment will do for landscape finishing. The advantage of this over the use of landscaping blocks is that it is less expensive and takes less time but also has a longer life expectancy. Fiber and/or rebar can be added for extra strength, and the process can also be used for walkways. Mike moved to approve a \$20,000, 7-year, 0% loan, second by Todd, motion carried.

Shannon proposed that CCJDA schedule an open meeting for the community that would provide an update on CCJDA activities and focus on the results from the local Workforce Study she has been conducting. The board thought it would be best to schedule it with a regular board meeting.

Shannon discussed the annual review of our USDA Rural Development RBEG loan program. USDA recommends that board members resign if conflict of interest issues come up involving projects and that we should work to have more diversity of board members. Both are difficult to achieve in small rural communities.

Carol discussed the plans by Dr. Dan Shelby to leave the community by the end of May. He is going back to school to specialize. She has been talking with Jeff Fisk, owner of the building, Dr. Shelby on his plans for the existing equipment and will also contact the UND Center for Rural Health to look at the recruitment process. Consensus of the board is to try to recruit a new dentist for the community.

The next board meeting is Wednesday, April 2. No further business, meeting adjourned.

Susan Fay Crockett, Chairperson

Carol Goodman, Recorder