

## CCJDA BOARD OF DIRECTORS MEETING

December 3, 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 Duane Otto, Clint Eskilsen, Ole Nowatzki, Lawrence Henry, Don Haugen, Jim Rademacher, Mark Busse, Brent Zavalney, Tom Borgen, Todd Borchardt and Randy Mehlhoff. Also in attendance were Shannon Duerr, Executive Director, and Carol Goodman, Primary Sector Development as well as Nick Moser, newly appointed County Commissioner to the CCJDA Board.

The minutes of the November 5, 2014, board meeting were reviewed. Don made a motion to approve, second by Duane, motion carried. The minutes had been sent to the board electronically in advance of this meeting. Shannon reviewed the November, 2014, financial report. Brent moved to accept the financial report, second by Don, motion carried. Brent suggested that we remove Datatic from our balance sheet. All agreed. CCJDA has a judgement filed with the Clerk of Court against the company.

**Office Report Additions** – Carol added a few comments on the progress of establishing the protocol for Agriculture-based UAS research projects.

**Reports from around the County** - Randy discussed the accomplishments of the Cavalier County Memorial Hospital, the positive financial status and that CCMH is the #1 Critical Care Hospital in ND, and that experienced management is the key to rural hospital survival.

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

**Old Business:**

None.

**New Business:**

Alex and Vanessa Chaput presented their funding request to the Board of Directors that involves the purchase of the Photo Shop building for a “hometown variety store” on the first floor and the renovation of the 10 second floor apartments. **Proposal on File.** In light of the Alco store closing, the store inventory will include reflect much of what is lost when Alco closes. They expect to employ 7-10 people. The CCJDA Business Development meeting met December 2, to review the project. North Central Planning is assisting with the business plan, and financing is through Choice Financial. Total project cost is \$406,000, and Chaputs are requesting 1) \$25,000 at 0% from City Sales Tax, 2) \$20,000 from the CCJDA Revolving Loan Fund, and 3) \$5,000 from the Storefront Improvement Fund. Upon the recommendation of the Business Development Committee, Don moved to approve the funding request, second by Randy, motion carried. Request is contingent on all other financing being approved.

CCJDA director and executive committee elections were held. The Executive Committee presented the following slate of nominations for the board:

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Susan Fay, Rich, Todd and Brent for an additional 3- year term

Cody Schlittenhard and Bill Mack for the positions recently vacated positions held by Chuck Downs and Clint Eskilsen

Nick Moser to fill the county commissioner position due to retirement of Ole Nowatzki

Randy made a motion to approve the nominations, second by Lawrence, motion carried.

The current Executive Committee is willing to serve for another year. They are, Susan Fay, Brent, Mike, Duane and Rich. Don made a motion to re-elect the five, second by Randy, motion carried.

The next board meeting is January 7, 4:00 p.m. at the Research Center and the agenda will include a planning session. City and County commissioners that do not serve on the JDA board will be invited to attend as well.

No further business, meeting adjourned.

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Susan Fay Crockett, Chairperson

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Carol Goodman, Recorder