



McKenzie County

Job Development Authority

January 19, 2021 Meeting Minutes

Members present: Dale Patten, Joel Brown, Clint Wold, John Carns, Aaron Weber, Brett Wisness, Dia Northrop, Heidi Brenna, Matt Beard, Aaron Pelton, Gene Veeder **Members absent:** none **Others present:** Kara Glenn, Marissa __, Curt Huus, Keith Olson, Patrick Bertagnolli, Matthew D'Alessandro, Devan Leo, Daniel Stenberg

President Brown called the meeting to order at 5:30pm in the Yellowstone Room of the McKenzie County Courthouse. The meeting was also available via the Zoom virtual meeting platform. It was noted that Gene Veeder, Heidi Brenna and Brett Wisness had been reappointed by the county commissioners to this board for three-year terms. || **Brown made a motion to nominate Weber as President, Veeder seconded, motion passed unanimously. Brown made a motion to nominate Carns as Vice President, Veeder seconded, motion passed unanimously. Pelton made a motion to nominate Northrop as Secretary/Treasurer, Carns seconded, motion passed unanimously.** || President Weber assume chair duties. **Pelton made a motion to accept the minutes and financial report as presented. Carns seconded. Motion passed unanimously.**

Matthew D'Alessandro and Curt Huus provided an update on the status of the Summit Silver Creek building project. A fire inspection last week uncovered a few items that needed to be addressed, but it is hopefully that the certificate of occupancy can be granted within the upcoming weeks. **Brown made a motion to extend the grant clawback deadlines with Summit Silver Creek for 6 months from the signed date. Pelton seconded. Motion passed unanimously.**

Kara Glenn and her sister Marissa presented about the local workforce training they are providing through Trade Ready. They started a welding class last fall, and have started more this year. The classwork focuses on Bakken specific training. They are looking for a location to conduct their training from. Their ideal location would be close to Watford City, 10,000 square foot shop and meeting space, and up to 15 acres. No ask at this time, the idea was to just have the work of Trade Ready introduced to the JDA since their work meshes well with what we've been trying to do through the Skills Initiative. || Curt Moen presented on two bills that have come in for the Wolf Pup II building project that has been put on an indefinite hold. The invoices total approximately \$30,000. Since they weren't received before the last bill run of 2020, there is no account for them to be paid from. Over \$900,000 had been rolled back into the general fund from the money that had been allocated for the project in 2020. **Veeder made a motion to bring a request to the county commission for the payment of the outstanding bills totaling approximately \$30,000. Northrop seconded. Motion passed unanimously.**

Devan Leo with McKenzie County Extension reported that McKenzie County has been afforded the opportunity to host the State 4H Livestock Judging competition. The event could bring 200+ participants, many who will be staying 1-2 nights in our area hotels. They are looking for donations to offset the cost of space rental and food, as the NDSU campus who usually hosts this event doesn't charge for food or rent. NDSU has declined to host the event this year due to the pandemic. **Patten made a motion to support the event with a \$500 donation, Beard seconded. Motion passed unanimously.** || **Brown made a motion to pay half of the annual membership dues to the Western Region Economic Development Corporation with Watford City EDC paying the other half. Pelton seconded. Motion passed unanimously.**

Stenberg noted that he had received a request for one of the housing development subsidy home owners to refinance their home, which would require a re-subordination of our declaration of lien interest.

Northrop made a motion for us to allow for re-subordination of our declaration of lien interest for Housing Development Subsidy homes looking to refinance provided that States Attorney Skarda reviews and approves the process so that there is no lapse with the lien. Brown seconded. Motion passed unanimously.

Veeder made a motion for the JDA to provide \$500 in support for the Southwest Night with the Legislators and for us to be represented with a booth. Brown seconded. Motion passed

unanimously. || Stenberg reported that the new econdev.mckenziecounty.net website is live, with added features. || Regarding the Skills Initiative there will be meetings this week and next regarding potential automation and nursing training to provide here locally. Senator Patten reported that there is currently a house bill that includes \$9 million for CTE building/equipment for Watford City; provisions for WAWS debt reduction, and potentially \$50M loan for Hwy 85 expansion (similar to what was proposed last year).

Brown made a motion to adjourn the meeting, Pelton seconded. Motion passed unanimously. Meeting adjourned at 7:35pm.

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

February 16, 2021 Meeting Minutes

Members present: Dale Patten, Joel Brown, Clint Wold, John Carns, Aaron Weber, Heidi Brenna, Gene Veeder **Members absent:** Brett Wisness, Dia Northrop, Matt Beard, Aaron Pelton **Others present:** Kara Glenn, Chris Glenn, Keith Olson, Patrick Bertagnolli, Steve Burian, Daniel Stenberg

President Weber called the meeting to order at 5:30pm in the Yellowstone Room of the McKenzie County Courthouse. The meeting was also available via the Zoom virtual meeting platform. **Brown made a motion to accept the minutes and financial report as presented. Carns seconded. Motion passed unanimously.**

Kara and Chris Glenn presented about the opportunity they are pursuing on purchasing land and a building for the Silver Fox business and for Trade Ready. They have provided structural and pipe welding courses and are looking at providing a heavy-equipment operator's course too. They are looking to see how they can make some of their training applicable for high school students. **Veeder made a motion to bring a request to the County Commissioners for \$30,000 in startup expenses for Trade Ready. Carns seconded. Motion passed unanimously.** If commission approves request, JDA will determine specific clawbacks at a future JDA meeting before disbursement of funds.

Olson presented a \$25,000 request for the SBDC. This request was anticipated and has been included in the 2021 economic development budget. Olson reported the unprecedented use his office is getting, and board members noted the great value he brings to our community. **Brown made a motion to provide the \$25,000 towards the Small Business Development Center. Wold seconded. Motion passed unanimously.**

Stenberg noted that he had received an inquiry as to what happens with the Housing Development Subsidy's Declaration of Lien interest if someone sells before the 5-year claw back. It was noted that this situation was anticipated and is spelled out quite succinctly in the Declaration of Lien interest verbiage. Stenberg to work with States Attorney Skarda if the situation presents itself. || Meetings are ongoing with the other Skills Initiative work as well as a handout for next week's Southwest Night with the Legislators. **Brown made a motion to adjourn. Carns seconded. Motion passed unanimously. Meeting adjourned at 7:45pm.**

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

March 11, 2021 Special Meeting Minutes

Members present: Clint Wold, John Carns, Aaron Weber, Heidi Brenna, Gene Veeder Brett Wisness, Dia Northrop, Matt Beard, Aaron Pelton; **Members absent:** Dale Patten, Joel Brown; **Others present:** Keith Olson, Daniel Stenberg

President Weber called the meeting to order at 11:30am. The meeting was held in the Missouri Room of the McKenzie County Courthouse and via the zoom virtual platform. Weber asked Stenberg to run the meeting since Weber was attending remotely.

Stenberg drew the board's attention to the draft letter of support for the INFRA grant. He noted the JDA has sent several letters like this in the past. He would have waited until the next regular JDA meeting, but the comments are due March 12. **Brenna made a motion for the JDA to send the letter as drafted. Beard seconded. Motion passed unanimously.**

Stenberg noted he had received a notification from Senator Kevin Cramer's office asking for input on federal highway bill priorities. Work is being done by the Theodore Roosevelt Expressway Association to draft comments. Those comments are due by Monday March 15. **Veeder made a motion for the JDA to support what the Theodore Roosevelt Expressway Association comes out with. Pelton seconded. Motion passed unanimously.**

Meeting ended 11:37am.

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

March 16, 2021 Board Meeting Minutes

Members present: Joel Brown, Clint Wold, John Carns, Aaron Weber, Heidi Brenna, Gene Veeder, Dia Northrop, Matt Beard, Aaron Pelton **Members absent:** Dale Patten, Brett Wisness **Others present:** Jessie Veeder Scofield, Tex Stevenson, Sandy Rieker, Terry Rieker, Keith Olson, Daniel Stenberg

Chairman Weber called the meeting to order at 5:30pm in the Yellowstone Room of the McKenzie County Courthouse. The meeting was also available via the Zoom virtual meeting platform. **Northrop made a motion to accept the minutes and financial report as presented. Brenna seconded. Motion passed unanimously.**

Jessie Veeder Scofield presented information about the work of tourism. Tourism has been assisting with lots of activities at the Rough Rider Center and throughout the community. Additionally they are looking to launch a new yonder virtual tour platform, and they are continually adding new photos on www.flickr.com/photos/mckenziectomy. Local organizations can use these photos to help promote their events/business. They are also seeking to make good use of www.watfordcityevents.com as a “one-stop shop” for local events. They are going to have a meeting with hospitality representatives on April 1 to provide collaboration opportunities. Discussion followed if there is more that needs to be budgeted for 2022 to allow for more help, and if there needs to be more conversations regarding a convention and visitors bureau due to the growth and success of events, as well as having someone specifically tasked with event recruitment. **Brown made a motion to extend the tourism contracts through December 31, 2021 for both Jessie Veeder Scofield and Doug Bolken as presented. Carns seconded. Motion passed unanimously.**

Sandy Rieker with the McKenzie County Heritage Association presented information about their building project. They are looking for an additional \$500,000 towards the completion of their building. They have received solid bids for the air conditioning (\$70,000) and flooring (\$41,000). They had talked with commissioners earlier in the day and the commissioners were good with the items with solid bids, and wanted to see solid bids for any of the other items before moving forward with providing funding for those other items. The Heritage Association noted they are fine with that approach, and will work to get solid bids on everything else. It was noted that the JDA was the appropriate entity to handle this request due to our tourism and job development century code mandate. **Brown made a motion to seek payment for \$110,000 from the county commission for the McKenzie County Heritage Association for their building project with the understanding that we will review bids for the other portions of the project as they become available. Pelton seconded. Motion passed unanimously.**

Weber noted that the JDA had been notified by a current owner of a housing development subsidy house that they are looking to sell. Weber provided text in the meeting materials of a response regarding our declaration of lien interest that we will plan to use if any others ask about selling before the 5-year clawback timeframe is up. He also noted we should have in our minutes who can have signing authority for lien releases. **Brown made a motion for Daniel Stenberg to have signing authority for lien releases for the Housing Development Subsidy program. Veeder seconded. Motion passed unanimously.** | An email from Bobby Kaloustian was reviewed about ideas for more JDA housing programs. It was the consensus that there isn't any more appetite at this time, but the points he raised regarding the high cost of building permits is something to continue monitoring.

Stenberg noted that the City of Watford City had recently signed a contract for COVID relief work with Tri-county Regional Development Council. Due to staffing changes with the City, the City is wondering if someone else can help with the project. It was suggested to talk with Visionwest North Dakota.

It was noted that things still are moving forward with the Skills Initiative although there hadn't been much movement in the past month—there should be more direction once the legislative session finishes and we see if career academy funding gets passed.

The Safflower refinery feasibility study is still on hold due to travel restrictions due to COVID to Canada.

Summit Silver Creek has made some more progress towards opening, but the county is waiting on a bond before issuing the certificate of occupancy.

The End of the Rope film is gaining good momentum. They seem to have raised nearly their stretch goal of investment. They have been doing site scouting, and will be hosting auditions in Watford City in the coming weeks, with filming scheduled for this August.

It was noted that the Wolf Run Village HIF and LEPP payoff amounts were recalculated for 2021 and the funding for that passed through the commissioners today. That means the units will be able to be marketed much easier.

Beard made a motion to adjourn. Brenna seconded. Motion passed unanimously. Meeting adjourned at 7:45pm.

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

April 20, 2021 Board Meeting Minutes

Members present: Joel Brown, Clint Wold, John Carns, Aaron Weber, Heidi Brenna, Gene Veeder, Dia Northrop, Matt Beard, Brett Wisness **Members absent:** Dale Patten, Aaron Pelton **Others present:** Tim Transtrom, States Attorney Skarda, Curt Huus, Keith Olson, Daniel Stenberg

Chair Weber called the meeting to order at 5:30pm in the Yellowstone Room of the McKenzie County Courthouse. The meeting was also available via the Zoom virtual meeting platform. **Beard made a motion to approve the agenda as presented. Wisness seconded. Motion passed unanimously. Beard made a motion to accept the minutes and financial report as presented. Brenna seconded. Motion passed unanimously.**

On behalf of Johnson Corners Christian Academy, Tim Transtrom presented about their building relocation and expansion plans. Once the new school is filled to capacity, the employee count would increase from 13 to approximately 28. Johnson Corners Christian Academy was offered land to be donated to them for the building project, but after further investigation they were told they'd be required to build a full city street—not just a private drive, which would increase their expenses by potentially \$1 million. Since then, the City of Watford City offered them land for purchase but it has about \$345,000 in specials. The request is for the JDA to help pay the specials. States Attorney Skarda noted that it is very uncertain if the county can legally provide funds for a private, sectarian school. Skarda said he will continue to research the issue. **Veeder made a motion to table the request to allow for more time to research the legal aspect. Brenna seconded. Motion passed unanimously.**

Veeder made a motion for the JDA to sponsor the ND Stockman's Association Spring Roundup in the amount of \$500. Northrop seconded. Motion passed unanimously. || Beard made a motion for the JDA to sponsor the food and setup expense up to \$1000 for VisionwestND to have their May meeting in Watford City. Veeder seconded. Motion passed unanimously.

KLT Enterprises inquired about the possibility to allow for using fiberboard for wall sheathing instead of OSB in future housing development subsidy houses due to the sharp increase in OSB sheathing. Weber noted the JDA Housing Development Subsidy Committee talked through this briefly and has ideas for further review. **Northrop made a motion for the JDA Housing Development Subsidy Committee to further review the request and for the committee to make the final determination on how to address the request. Wold seconded. Motion passed unanimously.**

Stenberg reported that the Tools Trades Torque and Technology event went very well. Over 900 students attended coming from places such as Killdeer, Crosby, Alexander, New Town, Watford City and more. Stenberg also noted that there is another chance at Career Academy funding in the ND legislature. Various representatives toured the former Graybar building last week and reported it could work very well for the area's need for more career and technical education training space.

Stenberg noted that Trade Ready has indicated that they want to wait on deciding if they will hold another welding class this fall. They are still trying to figure out the administrative aspect. The check will not be delivered until they indicate that they want to move forward and sign the agreement that has been drafted.

Curt Huus mentioned that they are still waiting to get a bond/escrow from Summit Silver Creek on some remaining site work before Summit will be provided the Certificate of Occupancy. || The End of the Rope movie project is moving along nicely.

It was noted there is the possibility of having the Williston Basin Petroleum Conference here in the future, and what an achievement that would be if it turned into reality. || Small Business Development Center has already met many of its annual goals due to strong demand for their services. || The City of Alexander will have some housing lots available soon and will be continuing their paving project this summer for city streets. || **Beard made a motion to adjourn. Brenna seconded. Motion passed unanimously. Meeting adjourned at 7:16pm.**

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

May 18, 2021 Board Meeting Minutes

Members present: Joel Brown, Clint Wold, John Carns, Gene Veeder, Matt Beard (arrived 5:55pm), Dale Patten **Members absent:** Brett Wisness, Aaron Pelton, Aaron Weber, Heidi Brenna, Dia Northrop **Others present:** Keith Olson, Jessie Veeder, Nick Ybarra, Phil Helfrich, Aaron Gravos, Pat Bertagnolli, Terry Moe, Daniel Stenberg

The meeting began without quorum in the Yellowstone Room of the McKenzie County Courthouse at 5:32pm. Jessie Veeder provided information about the work of Long X Arts Foundation, noting approximately 1,200 people being impacted by their programming. They are looking to take on another contractor to help provide art experiences at community events. Much of their activities are priced so that the user fees cover the cost of the activity, but there are some events that the foundation is asked to provide art at that it does for no cost. Jessie V asked if we would considered adding \$5,000 to our 2022 budget to help provide for some of the funding of the new contract position. It was noted that our 2022 budget would be decided on at the June JDA meeting.

Quorum was achieved at 5:55, and Vice President Carns called the meeting to order. **Brown made a motion to provide \$2500 towards the Long X Arts Foundation, Patten seconded. Motion passed. Patten made a motion to provide the \$12,000 that was included in the 2021 budget to Long X Arts Foundation. Beard seconded. Motion passed unanimously.**

Nick Ybarra, Phil Helfrich and Aaron Gravos presented about the work of the Save the Maah Daah Hey Foundation. They have been considering providing help in getting an alternate trail around Theodore Roosevelt National Park North Unit to accommodate bikers, since bikes aren't allowed on unpaved trails in the park's boundaries. The trail would require an easement—the McKenzie Co Park Board was suggested as a possibility for running the easement through. They have approached various funding sources including the outdoor heritage fund and haven't got any funds yet. So they have been saving much of their contributions to be able to provide a match which they think will make them more likely to get funded so that this alternate trail can be made. There were eight races in 2020 that used the trail. The trail continues to grow in popularity. **Veeder made a motion to provide the \$35,000 that was included in the 2021 budget for Save the Maah Daah Hey Foundation. Patten seconded. Motion passed unanimously.**

Terry Moe and Pat Bertagnolli presented on the activities of the Rough Rider Center over the past year. While the pandemic shut them down for parts of 2020, 2021 has been very busy for them. **Brown made a motion to provide the \$500,000 (\$475k from the county budget and \$25k from the JDA account) that has been included in the 2021 budget for the Rough Rider Center. Patten seconded. Motion passed unanimously.** Moe asked if we would consider adding an additional \$50,000 to our 2022 budget for the Rough Rider Center to help cover the cost of the Pat Bertagnolli's salary.

Terry Moe presented on the KidStop work. While the pandemic also threw a wrench into its activities in 2020, things are back on track now in 2021. A federal grant that they were planning on fell through. They would like to request \$200,000 again for 2022. **Beard made a motion to provide the \$200,000 in budgeted 2021 funds for Kidstop. Brown seconded. Motion passed unanimously.**

Stenberg noted that there are now 42 houses in the Housing Development Subsidy program, with \$125,000 in funding remaining to be allocated. || Johnson Corners Christian Academy has put its new building plans on hold due to the rising cost of building and wanting to explore more site options. States Attorney Skarda had indicated that he had not yet found where it would be legal for us to contribute to a project like this. || The Career Academy idea is moving forward. A meeting will be held next Monday at 1:30 to further discuss options for when the grant application becomes available. It was suggested that we also look at the Cheetah Property building to see if that would be suitable for the career academy. || Stenberg noted that there is an EPA brownfield grant that Stantec had notified him about. Stantec is willing to fill out the application for us at no charge. Will need to identify potential properties if we want to pursue this. **Brown made a motion to adjourn. Wold seconded. Motion passed unanimously. Meeting adjourned at 8:15pm.**

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

June 15, 2021 Board Meeting Minutes

Members present: Joel Brown, Clint Wold, Matt Beard, Dale Patten, Dia Northrop, Brett Wisness, Aaron Pelton, Aaron Weber **Members absent:** Gene Veeder, Heidi Brenna, John Carns **Others present:** Keith Olson, Daniel Stenberg

Chair Weber called the meeting to order at 5:30pm. **Brown made a motion to approve the agenda as presented. Patten seconded. Motion passed unanimously. Beard made a motion for approval of minutes from prior meeting and the financial report. Pelton seconded. Motion passed unanimously.** The 2022 budget was presented. Weber made the note that he would like begin conversations in the next 2-4 months as to what the JDA should be looking to focus on now that our housing programs are beginning to take less of our time. The special projects line items broke out as follows:

BREAKOUT OF JDA SPECIAL PROJECTS: 28-318-6492	2020 budget	2021 budget	2022 budget
Rough Rider Center/Skills Initiative	\$475,000	\$475,000	\$525,000
Wolf Pup Daycare	\$3,000,000	\$0	\$0
Save the Maah Daah Hey Foundation	\$35,000	\$35,000	\$35,000
JDA annual budget allocation	\$20,000	\$20,000	\$20,000
KidStop	\$300,000	\$200,000	\$200,000
McKenzie County Heritage Park building project	\$500,000	\$0	\$0
Long X Arts Foundation support		\$12,000	\$35,000
Total	\$4,330,000	\$742,000	\$815,000

- Rough Rider Center/Skills Initiative is an ongoing initiative to provide space for training by local companies, postsecondary education and training institutions; additional funds is to help support additional staffing
- Save the Maah Daah Hey Foundation is an ongoing initiative for trail maintenance and special projects
- The JDA annual budget allocation is ongoing that funds a wide variety of requests
- KidStop is looking to start its third year. Because of the pandemic, they are still working develop a financially sustainable model. Looking to have the 2023 request to not exceed \$100,000
- The increase in Long X Arts Foundation is for expanded contractor expenses

Northrop made a motion to approve the 2022 budget as presented. Beard seconded. Motion passed unanimously.

Olson noted that the Small Business Development Center's State office is looking to come to Watford City in August and requested support for a meal sponsorship. **Patten made a motion for the JDA to provide up to \$500 to sponsor the SBDC meeting to be held in Watford City in August. Pelton seconded. Motion passed unanimously.**

Stenberg noted that there is now \$75k remaining in the Housing Development Subsidy as the committee just approved a new application. It was noted that both developers in our Shovel-ready lot program have

“substantially completed” the infrastructure as of June 15, 2021. It was noted that conversation has shifted from the Graybar building to the idea of trying for a new build closer to the high school for the Career Academy which now has a working name as Bakken Area Skills Center. The County Commission approved the idea of releasing an RFQ for the EPA Brownfields Grant opportunity. Board members are encouraged to think of county properties that might fit the assessment criteria.

Brown made a motion to adjourn. Pelton seconded. Motion passed unanimously. Meeting adjourned at 7:10pm.

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

July 20, 2021 Board Meeting Minutes

Members present: Matt Beard, Dale Patten, Dia Northrop, Brett Wisness, Gene Veeder, Aaron Weber, John Carns **Members absent:** Joel Brown, Clint Wold, Heidi Brenna, Aaron Pelton, **Others present:** Yolanda Rojas, Hector Zendejas, Patricia Thornock (present through the HAND discussion); Sandy Rieker, LeRoy Lillibridge (present through the Heritage Park discussion); Daniel Stenberg

Chair Weber called the meeting to order at 5:00pm at the Rough Rider Center Classroom. **Patten made a motion to approve the agenda as presented. Carns seconded. Motion passed unanimously. Northrop made a motion for approval of minutes from prior meeting and the financial report. Patten seconded. Motion passed unanimously.**

Stenberg noted that he has been having conversations with Yolanda Rojas about ways to improve integration and inclusion of the Hispanic community. Rojas has identified other Hispanics in the community who are also interested in helping work move forward and are working with VisionwestND to apply for a sizable Bush Foundation grant for this work to get started. The grant application will look more attractive with strong community support. **Patten made a motion to provide \$3000 towards the efforts provided we get an agreement drafted that spells out proper use of funds. Wisness seconded. Motion passed unanimously.**

LeRoy Lillibridge and Sandy Rieker provided an update on the Heritage Park's building project. In early 2021 the commission had identified \$500,000 as the amount they would support the project with but they wanted to see bids. Heritage Park representatives had provided \$110,000 in bids in March and were to bring the remaining bids before the remaining \$390,000 would be awarded. At the meeting they provided bids/invoices for approximately \$460,000 worth of work. **Patten made a motion to bring forward a check request to the commission in the amount of \$390,000 for the McKenzie County Heritage Association's building project. Veeder seconded. Motion passed unanimously.**

Stenberg noted that he has UND EERC Energy Hawks visiting on Thursday. He will be touring them around the community and would like to provide a lunch for them and potentially a few UND alumni that live in the area. **Veeder made a motion to sponsor lunch not to exceed \$500, Carns seconded. Motion passed unanimously.**

The Housing Development Subsidy program has fully allocated its funds (\$2 million). The only way more funds would be available is if a house that has been allocated funds but not yet sold gets removed from the program. | The Bakken Area Skills Center concept is moving forward with their grant application writing. | Tourism and End of the Rope Film project had a written report. | **Patten made a motion to adjourn. Carns seconded. Motion passed unanimously. Meeting adjourned at 5:28pm.**

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

August 17, 2021 Board Meeting Minutes

Members present: Dale Patten, Gene Veeder, Aaron Weber, John Carns, Joel Brown (arrived at 5:50pm), Clint Wold (arrived at 5:50pm), Heidi Brenna, Aaron Pelton, **Members absent:** Matt Beard, Dia Northrop, Brett Wisness **Others present:** Dr Steve Holen, Melinda Rasmussen, Daniel Stenberg

Chair Weber called the meeting to order at 5:33pm at the Missouri Room of the McKenzie County Courthouse. **Patten made a motion to approve the agenda as presented. Carns seconded. Motion passed unanimously. Patten made a motion for approval of minutes from prior meeting and the financial report. Carns seconded. Motion passed unanimously.**

Stenberg noted the ND Petroleum Council Annual meeting will be coming up in September. Tourism has been working on the event and is looking for additional funds to help with hosting expenses. Exact amount of expenses are unknown. **Patten made a motion to provide up to \$2000 towards tourism's efforts with the ND Petroleum Council's Annual Meeting. Carns seconded. Motion passed unanimously.**

Wolf Run Village 1 apartments are on the market for \$3.4 million with Deano Vass. Stenberg noted that \$1.3M of the \$1.6M budgeted had been dispersed earlier this year and the remaining \$300k was set aside to help with closing costs if needed. Veeder stated that that Wolf Run Village Board will have a meeting soon to learn more about the likelihood of them being sold and he will report back to the JDA. || Stenberg asked if there were folks who knew of area businesses who might be interested in exporting as the ND Trade Office is looking to set up meetings. Creedence Energy, Fairview Ag Processing/ Safflower Technologies, were suggested. || The *End of the Rope* filming has been going well.

Dr Holen, Superintendent of McKenzie County Public School District #1, presented plans for the Bakken Area Skills Center. He noted the work on a \$1/\$1 matching grant opportunity with the state. The plan is for McKenzie Co Public School District to apply for \$10 million. Holen and Stenberg have been meeting with prospective funding partners, **Veeder made a motion to bring a request for the Bakken Area Skills Center to the Commission for \$4 million. \$2 million of that in 2021 and \$2 million in 2022 as well as seeing if there is any dirt work that the county can do in-kind. Patten seconded. Motion passed unanimously with Brenna abstaining due to potential/perceived conflict of interest with her employer.**

Updates from board members include: some expansions on the electrical side in terms of gas compressor expansion projects as well as reliability expansions || Census numbers are in, McKenzie Co is fastest growing in nation, but there was still general disappointment in that the number could have been larger if it had been taken before the coronavirus and oil price collapse of 2020. Will stand to get more legislative representation due to the growth. || Veeder has been appointed to the Natural Resources Trust Board and State Water Commission. || Restaurants are seeing an uptick in sales, but still have supply chain issues, and workforce shortages. || **Patten made a motion to adjourn. Carns seconded. Motion passed unanimously. Meeting adjourned at 7:17pm.**

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

September 21, 2021 Board Meeting Minutes

Members present: Matt Beard, Dia Northrop, Brett Wisness, Aaron Weber, John Carns, Heidi Brenna, **Members absent:** Joel Brown, Clint Wold, Dale Patten, Gene Veeder, Aaron Pelton, **Others present:** Terry Moe (present through the Kidstop discussion), Steve Hanusa (present through the Summit Silver Creek discussion), Daniel Stenberg

Chair Weber called the meeting to order at 5:30pm at the Missouri Room of the McKenzie County Courthouse; it was also available virtually via zoom. **Brenna made a motion to approve the agenda as presented with the addition of “potential purchase of a webcam” added. Carns seconded. Motion passed unanimously. Brenna made a motion for approval of minutes from prior meeting and the financial report. Carns seconded.** Discussion was had that the JDA hadn't received a Rough Rider Center payment for July yet. Stenberg to check into it. **Motion passed unanimously.**

It was noted that Summit Silver Creek's loan (originated in November 2019) from the JDA was set to start repayment in August 2021. An email was provided by Matthew Dalassandro asking for an extension due to setbacks the organization endured due to insurance and workforce issues. **Beard made a motion to allow for an extension subject to further discussions at the October JDA meeting. Wisness seconded.** Discussion clarified that this would mean that Summit Silver Creek would technically still be in default, but that we wouldn't serve any notice of that default at least until the October meeting. **Motion passed unanimously.** Weber and Stenberg will seek to do a site visit and notate if all of the clawbacks mentioned in the grant document have been met.

Carns made a motion for the JDA to purchase a webcam that we can use for our meetings. Northrop seconded. Motion passed unanimously.

Terry Moe provided an update about Kidstop. They started the school year with 60 students, and it has grown to 100 students where they will have to cap it. They have an opportunity to purchase a 13-passenger van from Wolf Pup Daycare for \$25,000 which they will pursue.

Stenberg noted that there is still lots of commitments that are outstanding on the Bakken Area Skills Center that they hope to solidify within the next week. Local organizations have been quick to respond. Youth & Ag Expo will have their groundbreaking next Wednesday at 1pm.

Carns made a motion to adjourn. Northrop seconded. Motion passed unanimously. Meeting adjourned at 6:15pm.

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

November 16, 2021 Board Meeting Minutes

Members present: Matt Beard, Dia Northrop, Brett Wisness, Aaron Weber, John Carns, Heidi Brenna, Joel Brown, Clint Wold, Dale Patten, Gene Veeder, Aaron Pelton **Members absent:** none

Others present: Jessie Veeder, Doug Bolken, Melinda Rasmussen, Keith Olson, Terry Moe, Daniel Stenberg

Vice Chair Carns called the meeting to order at 5:30pm at the Missouri Room of the McKenzie County Courthouse; it was also available virtually via zoom. **Brown made a motion to approve the agenda as presented. Brenna seconded. Motion passed unanimously. Beard made a motion for approval of minutes from prior meeting and the financial report. Patten seconded. Motion passed unanimously.**

It was noted that Summit Silver Creek's loan (originated in November 2019) from the JDA was set to start repayment in August 2021. The request has been made to move it to 1/31/2022 and for the payments to be changed from quarterly to monthly. Further much of the trees in the landscaping have died, and so looking to extend the time allowed per the grant to fall 2022 for the trees to get replanted. **Veeder made a motion to allow for the payment schedule commencement to be pushed until 1/31/2022, for the payments to be made monthly instead of quarterly, and to extend the landscaping completion of the grant until fall 2022. Northrop seconded. Motion passed unanimously.**

Terry Moe from the Rough Rider Center explained how there is need for new overhead projectors for the meeting rooms of the Rough Rider Center. The quote totals around \$48,000. It was noted that that is too big of a request for the JDA to cover all by itself and there is hesitancy to bring the request to the commission as there already is a big financial commitment that is made to the Rough Rider Center each year. It was encouraged for Moe to reach out to other jurisdictions and see if there are others that can contribute towards it. **Weber made a motion to table the request. Veeder seconded. Motion passed unanimously.**

Doug Bolken and Jessie Veeder gave updates on the work they've been doing with Tourism since the beginning of 2021. While we will look to keep the contracts similar for 2022, it was noted that there is a growing need for someone/new position who can be more devoted to communications as we are looking at what our needs will be for 2023.

McKenzie County Healthcare System had requested funds to help towards their economic modeling project. **Patten made a motion for the JDA to provide \$3,000 towards McKenzie County Healthcare Systems request towards their economic impact modeling project. Veeder seconded. YES: Beard, Northrop, Wisness, Weber, Carns, Brenna, Brown, Wold, Patten Veeder, NO: Pelton. Motion passed.**

Stenberg noted that there had been ~\$17,000 returned to the JDA after the sale of a Housing Development Subsidy house before the clawback period for the original owner ended. Question was raised as to if the commission wants that money back (since they originally gave the JDA funds for the program), or if the JDA can spend it according to its needs. **Patten made a motion for the request to be brought to the**

commission that the JDA look to spend the funds returned from housing development subsidy homes. Northrop seconded. Motion passed unanimously.

It was noted the JDA Board terms of Matt Beard, Dia Northrop, John Carns and Aaron Pelton will expire in December 2021. All noted they are willing to stay on. **Patten made a motion for Matt Beard, Dia Northrop, John Carns and Aaron Pelton to be recommended to the Board of Commissioners for reappointment to the JDA. Wold seconded. Motion passed unanimously.**

It was noted that the Bakken Area Skills Center grant decision had been delayed. The state legislature added more money to the grant total last week during their special session. Things seem to be aligning well, just have to wait longer than expected. || Wolf Run Village is still on the market—nothing new to report. || 34 houses of the Housing Development Subsidy program have closed, 11 are under construction. || For the Shovel-ready lot program, 3 lots have been sold/construction commenced in Stepping Stone; 6 single family homes are nearing completion, 3 single family houses are permitted with foundations to start in the coming weeks and 2 twin homes have been permitted with footings and foundations going in in the next couple of weeks. || TradeReady said they aren't looking to utilize the \$30,000 of training funds we had authorized for them earlier this year. The work demand had increased greatly so there is more focus on that than training currently. So, the check has been voided. || The safflower oil refinery feasibility study is still delayed. || The End of the Rope film is progressing well. || Stantec is working with McKenzie County Public Works on getting the EPA Brownfield Assessment Grant application completed. || While we are having less low-income housing with the bankruptcy of LSS and the buyout of Wolf Run Village, it was noted that most in our area do not qualify because the “low income” requirements are very low for our area’s wages—so very few qualify—this does not seem to be a priority for the JDA at this time. || The local grain elevator has been experiencing staffing issues lately but it doesn't seem that the JDA should look to intervene at this time. || It was noted that there is a need for a lumberyard in our community. || Senator Patten summarized highlights from last week’s Legislative Session including redistricting and allocation of federal funds for area projects.

Meeting adjourned at 8:38 pm.

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer



McKenzie County Job Development Authority

December 21, 2021 Board Meeting Minutes

Members present: Matt Beard, Dia Northrop, Aaron Weber, John Carns, Heidi Brenna, Clint Wold, Dale Patten, Gene Veeder **Members absent:** Brett Wisness, Joel Brown, Aaron Pelton

Others present: Melinda Rasmussen, Daniel Stenberg

Vice Chair Carns called the meeting to order at 5:31pm at the Missouri Room of the McKenzie County Courthouse, Aaron Weber joined the meeting remotely but asked Vice Chair to start the meeting since the Vice Chair was in person; it was also available virtually via zoom. Veeder made a motion to approve the agenda and minutes from prior meeting as presented. Northrop seconded. Motion passed unanimously. Veeder made a motion for approval of financial report. Brenna seconded. Motion passed unanimously.

Northrop made a motion to approve the 2022 Tourism Contract Agreements for Doug Bolken and Jessie Veeder. Beard seconded. Motion passed unanimously with Gene Veeder abstaining due to potential/perceived conflict of interest since Jessie is his daughter.

Stenberg shared that the International Economic Development Council (IEDC) is offering to provide strategic planning advisement to our county at no cost to us. Stenberg presented on “Community Capital Framework.” JDA board provided feedback and enhancements to the document which was updated and will be use with the IEDC to give them some background information on our county’s current economic/political climate. It was suggested that the Human Capital is the area we need to work the most on, and that our strengths are Built Capital and Natural Resources and that Political Capital could be at risk given Senator Wardner’s retirement and how he has strongly represented western ND interests. ND Commerce is offering a Partners in Planning strategic planning grant that Brent Bogar with AE2S has visited with Stenberg about, asking if we would be interested in applying. It was noted how Brent would have a great perspective given his western ND and state government experience. That grant application is due the end of January. **Patten made a motion that we proceed with the IEDC offer to assist us in completing a strategic economic development plan and that we also move forward with applying for a Partners in Planning grant application from the ND Department of Commerce. Brenna seconded. Motion passed unanimously.**

It was noted that the County Commissioners were okay with JDA keeping the ~\$17k from the sale of the Housing Development Subsidy house to be used at the JDA’s discretion. They reappointed Matt Beard, Dia Northrop, John Carns and Aaron Pelton for three-year terms to expire December 2024. The *End of the Rope* project provided a written December update and bank statement.

Brenna made a motion to adjourn, Patten seconded. Motion passed unanimously. Meeting adjourned about 7:20 pm.

Signed: _____ Date: _____
Dia Northrop, Secretary/Treasurer