

January 18, 2022 Board Meeting Minutes

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

Others present: Sandee Kimpel, Keith Olson, 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 run the meeting since the Vice Chair was in person. The meeting was also available remotely via zoom. **Patten made a motion to approve the agenda, and the minutes and financial report from prior meeting as presented. Wold seconded. Motion passed unanimously.**

It was noted that we elect JDA leadership each January. **Patten made a motion to nominate Weber as Chair, Carns as Vice Chair, and Northrop as Secretary/Treasurer. Beard seconded. Motion passed unanimously.** A quick review of open meeting principles included that board members shouldn't "reply all" to emails or create an email that include a quorum of Board members, and a reminder that all emails relating to JDA business are subject to review if there is an open-records request.

Stenberg noted that the JDA had received a request from City of Watford City Engineer Grace Demars asking for JDA support of the Partners in Planning grant application. It was noted that at the last meeting that the JDA would apply for this grant. Stenberg noted that he hadn't received any follow-up info from AE2S on how a grant application of ours would be different than the strategic planning services we will be getting from the International Economic Development Council, so he suggested that the JDA lend its support to Watford City's application. **Northrop made a motion for the JDA to provide a letter of support for the City of Watford City's Partners in Planning grant application and for the JDA to not apply for it. Beard seconded. Motion passed unanimously.**

Patten made a motion for the JDA to pay its annual \$1000 sponsorship to the Western Region Economic Development and that we'd ask Watford City EDC to split the cost with us. Wold seconded. Motion passed unanimously. || It was noted that an industrial waste disposal company had approached McKenzie County JDA to see if there are any financial programs available to help them get started. The initial response to the company was that there weren't any financial programs available to help from a county level. Board consensus was that there still isn't an appetite to change that especially since there is already an industrial waste company operating in McKenzie County that didn't receive startup funds. || It was noted that IEDC strategic planning visit is scheduled for Feb 28-March 2. || Stenberg has been meeting with WC Parks and Rec and Hispanic Advocacy of North Dakota regarding workforce development efforts as well as the Pioneer Museum and Heritage Park about potential of combining into one space and then having more space at the Long X Visitors Center for arts programming. || It was noted that talks are underway as to how to position tourism for upcoming future success—we are waiting to hear more from the results of the City of Watford City's strategic plan where we anticipate there being a more specific detailing of the situation. || Beard is helping to bring in a speaker on professional soft skills development in February. || The electric utilities are experiencing an increase in demand as a result of new projects. || It was noted that 211 people came to the District 27 GOP Reorganization meeting—a much larger attendance than previous meetings. || **Northrop made a motion to adjourn, Patten seconded. Motion passed unanimously. Meeting adjourned at 6:59pm.**

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

February 15, 2022 Board Meeting Minutes

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

Others present: Steve Hanusa, Sandee Kimpel, Keith Olson, Daniel Stenberg

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

Steve Hanusa with Silver Creek Recovery Center, presented information about an idea to provide more job readiness training. The idea came from the workforce shortage that is experienced in the hospitality industry, but feels that this training could fit not just hospitality industry workforce but others as well. Preliminary thoughts would it could be 2-4 weeks in duration. Conversations have begun with Job Service North Dakota. This project isn't necessarily a project of Silver Creek Recovery Center but for now just an idea Hanusa feels would be good for the community. More information to follow. || **Patten made a motion to provide \$1650 towards sponsoring the Western Dakota Energy Association Roundtable event that they are planning to hold in McKenzie Co in May 2022. Wisness seconded. Motion passed unanimously.**

Beard provided information about a Soft Skills for Managers training that he is helping to bring to the county. This training was supposed to happen a couple of years ago but was postponed due to coronavirus pandemic. It was noted that local businesses have indicated a strong interest in getting more local training available and that this fits well with that. It was discussed that if we continue to get more training funding requests we may want to develop more parameters, but at this stage it seems like a worthy investment. **Brown made a motion to provide \$1000 towards the efforts, Brenna seconded. Motion passed unanimously with Beard abstaining.**

Olson presented information about his work with the ND Small Business Development Center. He has continued to experience high demand for his services throughout the past year. **Patten made a motion to provide the \$25,000 that was included in the 2022 budget towards the ND Small Business Development Center. Carns seconded. Motion passed unanimously.** || Weber noted that the Housing Development Subsidy Committee had met recently to discuss the updated 2022 FHA amount which increased substantially from 2021. Weber will visit more with States Attorney Skarda to see if there is ways in which legally things can be changed. || Stenberg will update the JDA regarding the IEDC strategic planning session starting in a couple of weeks. || It was noted that we have received the first of 16 scheduled payments from Silver Creek Recovery Center for the \$130,000 loan JDA provided. It was noted that since the money had come through the County Commissioners it is appropriate that we return the funds to them as they come in. **Patten made a motion that Stenberg go to the County Commissioners to update them on the project, share our plan to provide the funds back to the county as the JDA receives them. Brenna seconded. Motion passed unanimously.** || Superintendent of McKenzie Co Public School District #1 Dr Holen provided a written update regarding the Bakken Area Skills Center. In the update it notes that \$6.6 million has been awarded and it is hoped that the final \$3.4 million will be awarded soon so that the project can begin. || It was noted that there is a potential to have some certified pilot training at the Watford City Airport. || It was noted that Rough Rider Fund may be looking to provide some grant funding again for programs such as facade improvement and minimatch for new businesses. || **Carns made a motion to adjourn, Wold seconded. Motion passed unanimously. Meeting adjourned at 7:36pm.**

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

March 15, 2022 Board Meeting Minutes

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

Others present: Phil Riely, Laura Dokken, Grace Demars, Bethany Devlin, Steve Holen, Gayle Cox, Tessa Moberg, Sandee Kimpel, Keith Olson, Curt Moen, Daniel Stenberg

Chair Weber called the meeting to order at 5:30pm at the Missouri Room of the McKenzie County Courthouse; the meeting was also available remotely via zoom. **Patten made a motion to approve the agenda, and the minutes and financial report from prior meeting as presented except for removing the agenda item “Hispanic Advocacy of North Dakota proposal” due to the inability of the presenter Yolanda Rojas to attend. Veeder seconded. Motion passed unanimously.**

Veeder, Brenna and others presented on behalf of the Wolf Run Village board about the need to expand child care capacity. They are proposing adding four temporary units to be used for child care near Fox Hills Elementary, along with building a permanent facility near where the temporary units would be located. Currently it is projected that the cost to lease the temporary units for three years would be \$142,770, site work of \$1.4 million to \$1.7 million, and new facility costs of \$9 million. There is a possibility that these four units could be operational by this fall and then use them until the permanent facility is constructed. Questions were raised as to the viability of long-term operational costs if the building is paid for. They noted that the past couple of years they have been doing okay thanks to some funding through grants, but they will work on a fuller answer to that question. **Patten made a motion that the JDA brings a request to the County Commission to fund the temporary facility, site and infrastructure work, as well as bring up the idea of funding the permanent structure. Pelton seconded. Motion passed unanimously with Brenna abstaining due to potential/perceived conflict of interest.**

A motion was made by Veeder and seconded by Patten to provide a letter of support for the expansion of Highway 85. Motion passed unanimously. || Following up from the IEDC visit, Chair Weber suggested forming a strategic planning committee to dive more deeply into potential paths forward. **Per Weber’s suggestion, Patten made a motion that Brown, Carns, Brenna, Weber and Stenberg serve on that committee. Pelton seconded. Motion passed unanimously.**

Laura Dokken and others from City of Watford City shared their perspective that there is a need for more coordinated communications for a consistent brand and efficient use of marketing resources. They are proposing to hire a marketing and communications coordinator. There was agreement with that assessment and the strategic planning group will spend time on this idea more. || A letter was shared from the Watford City Livestock Association regarding needs to pave its parking lot. No action to be taken at this time but Weber wanted the board to be aware of the issue and be thinking of possible solutions. || As a follow-up to last month’s board meeting when it was noted that the City of Watford City had decreased its housing permit fees, they have also decreased their commercial building permit fees. || It was decided that the strategic planning committee would also discuss if more needs to be done to incentivize more single-family housing construction. || Patten noted the opportunity for value-added natural gas processing in our area as well as pilot certification training and the idea of having a committee explore those possibilities some more. || It was noted that the full \$10 million state grant was received for the Bakken Area Skills Center. The school board will meet next week to fully approve the project. || **Brenna made a motion to adjourn, Pelton seconded. Motion passed unanimously. Meeting adjourned at 7:54pm.**

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

April 19, 2022 Board Meeting Minutes

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

Others present: Sandee Kimpel, Yolanda Rojas, Keith Olson, Terry Moe, Jessie Veeder Scofield, Sara Fitzpatrick, Daniel Stenberg

Chair Weber called the meeting to order at 5:31pm at the Missouri Room of the McKenzie County Courthouse; the meeting was also available remotely via zoom. **Patten made a motion to approve the agenda, and the minutes and financial report from prior meeting. Northrop seconded. Motion passed unanimously.**

Yolanda Rojas, with Hispanic Advocacy of North Dakota, provided information on a proposal to provide more connection to the Spanish-speaking community of McKenzie County. The proposal is to create flyers and social media posts written in Spanish about upcoming McKenzie County events. The success of the efforts would be measured social media engagement, word of mouth, and anecdotal information.

Brown made a motion to provide up to \$5000 at \$30/hour toward this Hispanic Advocacy of North Dakota proposal subject to the completion of a contract. Patten seconded. Motion passed unanimously.

Jessie Veeder Scofield provided a verbal and written report on the work of the Long X Arts Foundation over the past year. **Patten made a motion to provide the 2022 budgeted funding of \$35,000 to the Long X Arts Foundation. Brenna seconded. Motion passed unanimously.**

Terry Moe and Sara Fitzpatrick presented information regarding the Rough Rider Center operations over the past year. They asked if going forward the funds they return to the JDA each month from rental could be kept by them, instead of the JDA receiving it and then returning \$25,000 each year. For the past 3-4 years the amount that has been returned has been about \$25,000 a year. If this happened then it would be more straightforward accounting for everyone. It was also noted that \$50,000 in funds had been set aside in the 2022 budget to go towards Pat Bertagnolli's position, but he resigned earlier this year. It was noted that JDA is considering reconfiguring the employee setup to include the economic development work of the city so that funding that would have been provided to the Rough Rider Center and sent to the city of Watford City is no longer needed. For 2022, there had been \$25,000 budgeted from the JDA account, and \$525,000 in the McKenzie County Economic Development budget. **Brown made a motion to provide the \$475,000 and the \$25,000 for the June 2022-May 2023 and to update the contract so that the Rough Rider Center doesn't reimburse the JDA each month as discussed starting in June 2022. Pelton seconded. Motion passed unanimously.**

Moe presented information on Kid Stop activities. They have 87 kids enrolled in the after-school services as well as provide programming to school children from throughout the county. **Northrop made a motion to provide the 2022 budgeted funds of \$200,000 towards the Kidstop programming. Pelton seconded. Motion passed unanimously.**

It was noted that there has been desire expressed for city councils, the county commission and school boards from throughout McKenzie County, to get a history and briefing about the Gross Production Tax. Brent Bogar who is intimately familiar with the history and administration of it is willing to come on May 12, from 6-7:30pm. **Patten made a motion for the JDA to provide \$500 towards Brent Bogar to come make this presentation. Brown seconded. Motion passed unanimously.**

It was noted that earlier in the day the county commission had approved \$250,000 towards the design of Wolf Pup Daycare so that there can be more a more concrete number of the costs of the facility. It was also discussed if there is anything legislatively that can be happen so that the student to teacher ratio could be relaxed so that it would be more cost effective to running childcare in North Dakota. || A letter was provided by Bright Minds Daycare located in Alexander showing that they may have a desire to expand their facilities. There is no formal proposal at this time, but it may be coming. It was noted that there is value in getting more daycare in Alexander, and for the county to incentivize daycare throughout the

county and not just in Watford City. || It was noted the Strategic Planning Committee has been meeting and focusing on fleshing out new employee structure. They have another meeting scheduled and have plans to report at the May JDA meeting. || County board salary was discussed as it was noted that there are a few JDAs throughout North Dakota, and a couple boards of McKenzie County where there is some compensation. It was the board's consensus to not seek to create a compensation plan for the JDA board at this time. || It was noted that the McKenzie Co Public School District has chosen the site located southwest of the Rough Rider Center for the Bakken Area Skills Center. || It was brought up that the land west of Checkers in Watford City has been vacated and could be a good site for temporary daycare location. || **Pelton made a motion to adjourn, Brenna seconded. Motion passed unanimously.**
Meeting adjourned at 8:02pm.

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

May 17, 2022 Board Meeting Minutes

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

Others present: Steve Sanford, Lindsey Ybarra, Keith Olson, Jake Walters, Dave Pankow, Kelly Peterson, Daniel Stenberg

Chair Weber called the meeting to order at 5:30pm at the Missouri Room of the McKenzie County Courthouse; the meeting was also available remotely via zoom. **Patten made a motion to approve the agenda, and the minutes and financial report from prior meeting. Carns seconded. Motion passed unanimously.**

Dave Pankow from Stenehjem Development shared the progress they've been making with the JDA Shovel Ready Lot Program they were awarded in 2020. He provided the following update: We will hit the third milestone by having commenced on at least 8 houses by June 15, 2022. The fourth milestone is attainable. At present pace, homes could be under construction by June 2024. The development is not on track to hit the second milestone, which would require the sale of 47 lots by June 15, 2023. The development is not on track to hit the fifth milestone, which would be required to completed homes on all 77 lots by June 15, 2025. To Date: 6 houses constructed, 5 of those houses have sold, one is still for sale. Additionally, 4 townhomes and 2 single family homes are being constructed right now. Additionally, 6 lots sold and 6 lots are pending with houses or townhomes being constructed on them currently. He has suggestions he will type up and share within the next week or two as to what would be helpful in getting more housing in McKenzie County. The JDA Housing Committee will convene to explore these ideas further.

Kelly Peterson with the Watford City Housing Development Authority shared their desire to purchase abandoned lots near Jacobson Park to clean up the blighted area and provide more housing for the community. The lots would need to be cleaned up (which City of Watford City may be able to assist with) and infrastructure needs to be replaced. The Watford City Housing Authority currently owns RV spots as well as some townhomes that they rent at below-market rates. They are wondering if the JDA would be interested in providing funds towards the purchase of the property. Once the property is secured, then they would hire consultants to determine the best type of housing to put in. They don't want to hire the consultants until the land is purchased. The JDA Housing Committee will convene to explore this further.

Patten made a motion to ratify the Highway 85 support letter, Carns seconded. Motion passed unanimously. || Northrop made a motion to accept the 2022 agreements as presented with the Rough Rider Center/Skills Initiative, Long X Arts Foundation and Kidstop. Beard seconded. Motion passed unanimously.

Weber provided an update on the work of the Strategic Planning Committee. Five positions have been identified as what is needed to meet the goals set identified. A location for the employees to be located is still being discussed with Long X Visitors Center, GenPark building, 360 Main Building and former Joy Dental building as potentials. Weber and Stenberg will visit the GenPark building tomorrow to see about its potential. The next step with the proposal is to present it to the County Commission for their feedback in June. **Beard made a motion to proceed with the Strategic Planning Committee's recommendations. Pelton seconded. Motion passed unanimously.**

Stenberg noted that there is a Regional Workforce Impact Program grant available. The grant must be used to mitigate workforce impacts. Suggestions for use of the grant include Wolf Pup daycare expansion, a new facility for McKenzie County Economic Development, and the potential Watford City Housing Development Authority purchase. The grant is due by the end of July, so the board is encouraged to suggest any other projects as well that may work.

It was noted that McKenzie County received notification that they did not receive the EPA Brownfield Grant for 2022. There will be a debriefing call with the EPA to see where they could strengthen the application if the EPA opens applications for the grant program in 2023.

Pelton made a motion to adjourn, Brenna seconded. Motion passed unanimously. Meeting adjourned approximately 7:30pm.

Signed: _____ Date: _____

Dia Northrop, Secretary/Treasurer

June 21, 2022 Board Meeting Minutes

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

Others present: Nick Ybarra, Steve Burian, Kelly Peterson, Aaron Gravos, Keith Olson

Chair Weber called the meeting to order at 5:30pm at the Missouri Room of the McKenzie County Courthouse; the meeting was also available remotely via zoom. **Northrop made a motion to approve the agenda, and the minutes and financial report from prior meeting. Patten seconded. Motion passed unanimously.** || Kelly Peterson with the Watford City Housing Authority reported that the land that they had spoken about at the May 2022 JDA meeting has been appraised at \$485,000 with garage and pillars removed, or \$400,000 with garage and pillars still in place. Peterson suggested an interest-only, 5-year max loan, allowing for a bank-first position as housing gets constructed. **Beard made a motion for the JDA to bring a request to the County Commission for financing up to the appraised value that the JDA would administer as a loan to the Watford City Housing Authority for the purchase of the property. Patten seconded. Motion passed unanimously.** || Nick Ybarra, Steve Burian, and Aaron Gravos with the Save the Maah Daah Hey Foundation presented information on the work they have done with the Maah Daah Hey Trail over the past year. They requested the \$35,000 that was budgeted for the Foundation in 2022, and also requested that the JDA consider increasing their budgeted amount to \$110,000 annually. This increased amount would allow for hiring of Ybarra as a trail operations director. JDA members suggested that they check with Billings County again to see if they can help provide funds. || Vice Chair Carns took over the meeting as Chair Weber had to leave. || **Brown made a motion for the JDA to provide the 2022 budgeted funds of \$35,000 as well as \$20,000 from the JDA discretionary funds checking account, Pelton seconded. Motion passed unanimously.** || **Patten made a motion to provide \$200 towards the Williston Research Extension Center field day, Wold seconded. Motion passed unanimously.** || Stenberg presented the overall recommendations from the IEDC Economic Resiliency Strategy Document. || **Brown made a motion accept the presented 2023 Economic Development budget with the following changes: Increase “Contract Services/Consultant” line item by \$10,000 so that the Small Business Development Center can seek to expand its capacity. Alter “Special Projects” in a way to increase Save the Maah Daah Hey Foundation support to \$110,000, and decrease Bakken Area Skills Center to \$40,000. Patten seconded. Motion passed unanimously.** This results in no net change from what had been submitted and reflects that the McKenzie County Public School District will have the opportunity for getting more Bankhead Jones funding this year due to increased payouts. || It was noted that Silver Creek Residential Treatment facility is behind in their loan repayment, as well as undergoing some ownership changes. Stenberg and Weber are seeking to set up a meeting with their new main contacts to discuss their situation. || A written project status update from Stepping Stone Development was presented regarding their involvement in our housing shovel-ready lot program. Board consensus was to wait some time before looking to change any of the program requirements. || The Bakken Area Skills Center is looking to break ground in July, though it was noted that the \$10 million grant from the state is still being delayed because of some federal authorization. || Stenberg will continue to work with the Regional Workforce Impact Program—uncertainty remains as to who will be the official applicant for region one but the intention is for McKenzie County’s portion of the grant to go towards daycare expansion. || It was noted that the ND Department of Commerce is launching a new workforce attraction initiative at findthegoodlife.com Stenberg will be the point of contact for McKenzie County for the time being. || **Brown made a motion to adjourn, Patten seconded. Motion passed unanimously.** Meeting adjourned at 8:03pm.

Signed: _____ Date: _____

Dia Northrop, Secretary/Treasurer

July 19, 2022 Board Meeting Minutes

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

Others present: Keith Olson, Daniel Stenberg

Chair Weber called the meeting to order at 5:31pm at the Missouri Room of the McKenzie County Courthouse; the meeting was also available remotely via zoom. **Brown made a motion to approve the agenda as presented, the minutes from prior meeting and the financial report. Pelton seconded. Motion passed unanimously.** A letter from Silver Creek Residential Treatment was reviewed. **Pelton made a motion to allow for Silver Creek to delay loan payments until October 2022 provided they can have the building owner co-sign/guarantee the loan, Patten seconded. Motion passed unanimously. Patten made a motion to table the request to extend the grant's landscaping requirement, Wold seconded. Motion to table passed unanimously.**

Patten presented the idea of JDA sponsoring a Future of Energy in McKenzie County half day event. The purpose would be to bring in speakers who could talk about our current state as well as future projections in energy development, and then have conversations on what McKenzie County should be doing to position it for long-term economic success. It would be a public meeting, with specific invites to local elected leaders and business/community leadership. A couple of dates under consideration include September 14, October 13, and October 20. The date will be set soon based off of speaker availability. Potential speakers/organizations include Brent Sanford, Justin Kringstad, Lynn Helms, ONEOK, Continental and EERC. **Brown made a motion for the JDA to sponsor this event. Carns seconded. Motion passed unanimously.**

Patten made a motion to approve the agreement between the JDA and Save the Maah Daah Hey as presented expect for striking the word "Foundation" from their name in the document to match their official name. Pelton seconded. Motion passed unanimously. || It was noted that Watford City Housing Authority's offer to purchase the land that was spoken of at the last couple of meetings was rejected. We will continue to monitor this if there are any changes. The idea of a revolving loan fund concept was floated as a way for the JDA to help spur development in the county. There had been hesitancy from the county auditor as well as the county's external auditor. It was noted that Tri-County Economic Development could help with the administration of any revolving loan fund. There still might be hesitancy on the current county commission with the principle of allowing for funds to be used for projects like this, but there will still be more investigation done into what all of this could look like. || Final statistics for the Housing Development Subsidy Program were presented showing over \$17 million in home sales and 45 homes built from the \$2 million subsidy provided. || Stenberg noted the commission at the department budget hearing asked Economic Development to consider 3-4 employees rather than 5 for 2023. It was suggested that the Strategic Planning Steering Committee get together again once HR has received their job survey for the director position. || Bakken Area Skills Center had their groundbreaking on Monday, which was very well-attended and provides much excitement. Fundraising is on its second wind right now, and is gaining steam with the momentum of the groundbreaking. || **Pelton made a motion to adjourn the meeting, Carns seconded. Motion passed unanimously.** Meeting adjourned at 7:25pm.

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

August 16, 2022 Board Meeting Minutes

Members present: Aaron Pelton, Aaron Weber, Clint Wold, Dale Patten, Joel Brown, Gene Veeder

Members absent: Brett Wisness, Matt Beard, Dia Northrop, John Carns, Heidi Brenna

Others present: Keith Olson, Daniel Stenberg

Chair Weber called the meeting to order at 5:30pm at the Missouri Room of the McKenzie County Courthouse; the meeting was also available remotely via zoom. **Patten made a motion to approve the agenda as presented, the minutes from prior meeting and the financial report. Pelton seconded.**

Motion passed unanimously. It was noted that Weber and Stenberg had spoken with representatives from Silver Creek and they were not willing to have the property owner (DFH Lending) guarantee the loan, but they would be willing to having DFH Watford who is an intermediary guarantee the loan. The idea of confession of judgment was discussed. It was noted that October is coming soon anyway when they have indicated they'd start making payments, so it might be okay to just wait-and-see what comes.

Brown made a motion to table the discussion, Patten seconded. Motion passed. The agenda for The Bakken Region: 2030 and Beyond was discussed. **Patten made a motion to include sponsorship of the bus to bring UMary students as well as a reception immediately following the event. Veeder seconded. Motion passed unanimously.**

It was noted that Vawnita Best is working for the City of Watford City in a similar role to what she had been doing a couple years back. She is working on a Statewide Public Space Initiative grant which is a no match grant to help communities develop vibrant public places. **Veeder made a motion for JDA to be a partner in the application, Wold seconded. Motion passed unanimously.** It was discussed that the Opportunity Fund has been very useful in accessing PACE/Flex PACE buydowns, and that in order to get the Opportunity Fund to participate, we need letters from City of Watford City and McKenzie County JDA. **Patten made a motion for the Chair or Daniel Stenberg to sign them on behalf of the JDA when the need arises for businesses in McKenzie County to access the funds. Pelton seconded. Motion passed unanimously.**

The idea of a Welcome to Watford event was discussed. There was general interest in pursuing if there is enough help to do the organizing. || It was noted that we submitted our portion of the Regional Workforce Impact Program to TriCounty Regional Economic Development who will submit to the state on behalf of Region 1. All of the dollars we are asking for is designated to the Wolf Pup II daycare expansion. || Pioneer Museum is ramping up discussions on moving all of its exhibits to the Heritage Park which would free up space in the Long X Visitors Center. JDA will re-engage the WCCBA to see if they have any further plans for its future/occupancy of the Long X Visitors Center. || Cornerstone Bank made a \$100,000 contribution to Bakken Area Skills Center. || **Brown made a motion to adjourn the meeting, Pelton seconded. Motion passed unanimously.** Meeting adjourned at 8:02pm.

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

The September board meeting was cancelled

October 18, 2022 Board Meeting Minutes

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

Others present: Vawnita Best, Keith Olson, Daniel Stenberg, Ryan Steenerson, James Cieplak, others from Vantis, Nathan Ernst

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

Ryan Steenerson and James Cieplak from Vantis provided an update on Vantis's progress in getting authorization for beyond visual line of sight for unmanned aircrafts authorized by the FAA. There are many applications including utilities, healthcare, and the petroleum industry. As the unmanned aircraft industry continues to expand there will be need for workforce trained in operations and applications. || Calli Thorne presented a request for sponsorship of an upcoming Live2Lead seminar to be held in McKenzie County on November 7 and November 19. The event costs about \$5000 to host. At the \$2500 level, sponsors receive 15 tickets. **Brown made a motion to support the Live2Lead seminar at the \$2500 sponsorship level. Wisness seconded. Motion passed unanimously.** Stenberg to coordinate with McKenzie Co Human Resources Director Jenna Norby about getting attendees from McKenzie County and/or the JDA. || The agenda and attendee list were reviewed for the Bakken 2030 and Beyond event to be held on October 19—looking to be a good event. || Stenberg reported that the Long X Arts Foundation received a \$300,000 grant from StrengthenND to work on promoting cultural connections through the arts to enhance community building and the creative sector. Because of this grant, a majority of the Spanish translation work that Yolanda Rojas with Hispanic Advocacy of North Dakota has been doing for events translation will now shift to work for Long X Arts Foundation. There might be a little translating work left to be done regarding government services with the remaining JDA funds that were allocated earlier this year. || Weber noted that Silver Creek Recovery Center has been evicted from their property. He will work with States Attorney Skarda to figure out next steps. It was noted that if we do support an entity like this in the future that we should see if we can use Tricounty Regional Economic Development to administer the grant/loan as they have more experience in this process. || Stenberg noted that the Living & Thriving event (retooled Welcome to Watford idea) held on October 11 had about 12 target audience members attended—and about 20 others who were sharing info at the event. The audience count was fewer than desired but those who attended reported that it was good content. || It was noted that Dale Patten and Dia Northrop's JDA Board positions will be open in the near future. Stenberg will work on contacting potential board members and seeing about their willingness to be considered at the November JDA meeting. || It was noted that the County Commission appointed Daniel Stenberg as the Economic Development Director. The strategic planning committee met and has put forward a position for Communication and Technology Specialist. The County Commission has authorized a pdq for it which will take approximately a month and then if the commission approves it can be posted. || Further work has been done learning about Placer.ai foot traffic data. There seems to be lots of good applications for the data, but more work needs to be done to clarify how it will be used.

Carns made a motion to adjourn the meeting, Wold seconded. Motion passed unanimously. Meeting adjourned approximately 7:15pm.

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

November 15, 2022 Board Meeting Minutes

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

Chair Weber called the meeting to order at 5:32pm at the Missouri Room of the McKenzie County Courthouse; the meeting was also available remotely via zoom. **Pelton made a motion to approve the agenda as presented, the minutes from prior meeting and the financial report. Carns seconded. Motion passed unanimously.**

The Placer.ai subscription was discussed. It was suggested that we come up with a list of goals of what we'd want to have accomplished over the term of the subscription to help understand its value. It was decided that it would be best to hold on making the decision on the subscription until the Communications and Technology Assistant is hired as the goal is for that position to be the point person to be the go-to person in utilizing the subscription. **Pelton made a motion to table the request for the Placer.ai subscription, Brenna seconded. Motion passed unanimously.**

Updates from the developers who are a part of the Shovel-ready Lot housing program were reviewed. It was noted that they are both making progress in getting houses built, but are not currently on track to meet the second milestone of the agreement which is the selling of at least 60% of the program lots by June 15, 2023. It was suggested that by January 1, 2023, we should ask the developers for updates again to stay on top of any changes that might need to be addressed, and be ready by March 2023 to decide if the JDA is going to grant any extensions. || A couple of housing programs were reviewed, both of which are meant to help the building of spec homes: the NDHFA Construction Loan Guarantee program and the Richland/Wilkin Housing program of the Southern Valley Economic Development Authority. It was questioned as to if there is appetite for more housing incentive programs in McKenzie County. No strong support to quickly move into this, but more discussion may follow at future meetings. || Notice has been sent to Summit Silver Creek Recovery about their unpaid loan, they have thirty days to respond or additional legal measures can be taken. || Bakken Area Skills Center construction continues. Work is underway to figure out which education entities will provide training there. || It was noted that the County Commission approved the posting of the Technology and Communications Specialist position. The Commission is also requesting more information on the use of the Long X Visitors Center for a staffing location. We may want to have the Strategic Planning Committee meet again on that before going back to the Commission. || Survey feedback from the JDA Board was reviewed. Overall not many concerns, but there was consistent feedback that there should be a goal for keeping the regular board meetings succinct—1 to 2 hours. Further discussion will be held at the December meeting regarding remote attendance policy as well as whom to recommend to the county commission to fill JDA Board member positions in 2023.

Carns made a motion to adjourn the meeting, Wold seconded. Motion passed unanimously. Meeting adjourned 6:42pm.

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

December 20, 2022 Board Meeting Minutes

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

Others present: Daniel Stenberg

Chair Weber called the meeting to order at 5:31pm at the Missouri Room of the McKenzie County Courthouse; the meeting was also available remotely via zoom. **Northrop made a motion to approve the agenda as presented, the minutes from prior meeting and the financial report. Brenna seconded. Motion passed unanimously.**

It was noted that interviews are scheduled for tomorrow for the Communications and Technology Specialist position. || The Placer.ai subscription was discussed. Stenberg noted he had visited with Grand Forks Downtowners Association who has had a Placer.ai subscription and they have been very pleased with it, and are renewing their subscription for a second year. A list of goals of what the data would be used for was also presented. The plan remains that we'd wait until the Communications and Technology Specialist position is hired before subscribing as the goal is for that position to be the point person in utilizing the subscription. **Brown made a motion to move forward with the Placer.ai subscription with a start date subject to the Economic Development Director's discretion, Wisness seconded. Motion passed unanimously.**

The tourism contracts for the Arts and Events Tourism Representative (Veeder Ranch Creations/Jessie Veeder) and Tourism Attractions and Promotions Representative (Doug Bolken) were discussed as the current ones end Dec 31, 2022. It was noted that since language in the contract says it can be cancelled by any party with 30 days' notice, the contracts could be written to include the entire year of 2023, but make sure the contractors are aware that if/when full time positions are filled, we will likely be ending the contract with 30 days' notice. **Brenna made a motion to approve the tourism contracts as presented except for making the change to have it run from January 1, 2023-December 31, 2023. Carns seconded. Motion passed unanimously, with Veeder abstaining due to the fact that his daughter is one of the contractors.**

McKenzie Co States Attorney sent communication to Silver Creek Recovery noting the acceleration of payments due to nonpayment of the loan/grant. States Attorney office will take it from here. || The Regional Workforce Impact Program has awarded \$269,780 towards the Wolf Pup II project. Stenberg worked with Tri-county Regional Economic Development on that grant. || Governor Burgum is planning to bring his 2023 Main Street Summit to the Rough Rider Center in October 2023. They are hoping for 500 to attend. || The service of Dale Patten, Aaron Weber and Dia Northrop to the JDA board was noted and recognized as their terms are ending (Patten and Weber) in 2022 or resigning (Northrop).

Brown made a motion to recommend to Watford City Chamber of Commerce/County Commission the following names for replacement of the outgoing board: Shilo Chavez, Pete Edis and Tyler Fixen. Wold seconded. Motion passed unanimously. It was also noted that Wold's term ends in 2022 but he indicated willingness of being re-appointed. **Brown made a motion to recommend that Wold be reappointed to the JDA to the Watford City Chamber of Commerce/County Commission. Brenna seconded Motion passed unanimously. || Carns made a motion to adjourn the meeting, Wold seconded. Motion passed unanimously.** Meeting adjourned 7:00pm.

Signed: _____ Date: _____