

PEMBINA COUNTY JOB DEVELOPMENT AUTHORITY

MEETING MINUTES

Teams Meeting
Tuesday, March 12, 2024

CALL TO ORDER

The meeting was called to order by Julie Kemnitz, Vice Chairman, Tuesday, March 12, 2024 via Teams Meeting at 10:00 A.M.

Members Present by Teams: Julie Kemnitz, Kathy Stemick, Darin Otto, Dave Monson, Melissa Gapp, Nathan Green, Mary Houdek, Sherri Carattini, Casey Krieg, and Sonia Misialek.

Members Absent: Lacey Hinkle, Jim Benjaminson, Elton Heuchert, and Deanna Newell.

Others Present: Lori Estad, Red River Regional Council (RRRC); and Angelle French, Pembina County JDA.

MINUTES

Minutes from January 9, 2024 meetings were mailed to members prior to the meeting. Stremick moved to approve the minutes as mailed; seconded by Green; motion carried.

FINANCIAL REPORT

Stremick presented the financial report and explained the expense/revenues spreadsheet. D&R Holding loan is paid off with the Bank of North Dakota and he technically has until 2029 to begin paying back the PCJDA as that is when his payment begins.

Currently the PCJDA receives two mills from Pembina County.

Monson moved to approve the financial report, seconded by Gapp.

DIRECTORS REPORT

French reviewed the Directors Report. The PCJDA has opened a bank account at First United Bank and has control of their funds.

HIF grant funds have been received for the Cavalier apartments project through the Red River CHDO.

YEARLY ACTION/WORK PLAN/GOALS

French has been working on an Action Plan for the PCJDA with goals and steps to take. She is lining up the goals with the RRRC Comprehensive Economic Development Strategies (CEDS). French will continue to work on the Business Retention and Expansion (BR&E) program and begin business site visits in May. She plans to visit 2-3 businesses each month.

OTHER BUSINESS

Marketplace for Kids is requesting a \$3,000 sponsorship. This will go towards materials, printing, and direct technical support of the program in the Cavalier/Grafton area. The event will take place in Grafton on April 24, 2024.

Stremick moved to approve \$3,000 sponsorship for Marketplace for Kids, seconded by Gapp; motion

carried.

ADJOURN


There being no more business the meeting was adjourned at 11:17 A.M.

Submitted by:



Lori A. Estad, RRRC, Office Manager

Signed by:



Julie Kemnitz, Vice Chair