

PEMBINA COUNTY JOB DEVELOPMENT AUTHORITY

MEETING MINUTES

Drayton Fire Hall

July 11, 2023, at 10:00 a.m.

CALL TO ORDER

The meeting was called to order by Chair Lacey Hinkle, July 11, 2023, at 10:00 a.m. via hybrid.

Members Present in Person: Kathy Stremick, Jim Benjaminson, Elton Heuchert, Darin Otto, Julie Kemnitz, Casey Krieg, and Sonia Misialek.

Members Present by Zoom: Lacey Hinkle, Ashley Nordstrom, Melissa Gapp, and Nathan Green.

Members Absent: David Monson, Mary Houdek, Sherri Carattini, and Deanna Newell.

Others Present: Kari Helgoe, NDSU Extension; Lori Estad, Red River Regional Council; and Angelle French, Pembina County JDA.

CITY OF DRAYTON UPDATES

Misialek gave a highlight on Drayton activities.

- Grocery Store closed in December. Drayton Economic Development Community Organization (DEDCO) has purchased the store and is remodeling for an opening date in September.
- Riverfest will be held July 14-16, 2023.
- Catfish tournament will be held in August. 75 teams have signed up.
- Oxcart Trails/Blessing Museum history and information.

MINUTES

Minutes from May 9, 2023, meeting were mailed to members prior to the meeting. Kemnitz moved to approve the minutes as mailed; seconded by Stremick; motion carried.

FINANCIAL REPORT

The financial report ending May 2023 was mailed to members prior to the meeting. Stremick reported the \$800 for Rendezvous Region Signage can be given to the Rendezvous Region to be used for trail signs. The D&R Holding Bank of North Dakota PACE loan has been paid in full. PCJDA paid \$1,445.90 of the community share. A letter will be sent to David Hartz requesting repayment.

Krieg moved to approve the report as presented, seconded by Heuchert; motion carried.

DIRECTORS REPORT

French gave a director's report.

Stremick moved to pay the \$800 from Rendezvous Region signage to a Talking Trail located in Pembina County; seconded by Kemnitz; motion carried.

PEMBINA COUNTY JDA 2024 BUDGET

French presented the 2024 budget. 4 mills are needed for the PCJDA budget and will be requested from the Pembina County Commission. The commission sets the mills allowed but does not approve the PCJDA budget.

Krieg moved to approve the draft Pembina County JDA 2024 budget requesting 4 mills to the Pembina

County Commission, seconded by Gapp; motion carried.

STOREFRONT IMPROVEMENT GUIDELINES

A storefront improvement applicant requested to use labor/in-kind as part of the cost requested for reimbursement. The board did not approve the request and will leave the guidelines as they are.

STOREFRONT IMPROVEMENT APPLICATIONS

The Cure

Sara Price, The Cure, is requesting a Storefront Improvement Grant for exterior painting, fix exterior steps, repair outdoor lighting, replace roof flashing and install handrails. Total project cost is \$4,500 and she is requesting \$2,250.

Stremick moved to approve \$2,250 to The Cure for storefront Improvements; seconded by Otto; motion carried.

Stremick amended her motion to approve 50% of total receipts not to exceed \$5,000, seconded by Otto; motion carried.

New Beginning's Salon & Mimi's Boutique

Wanda Balsdon, New Beginning's Salon & Mimi's Boutique, is requesting a Storefront Improvement Grant for exterior step repair, new windows, window boxes, new sign, paint, and sidewalk repair.

Stremick moved to approve 50% of total receipts not to exceed \$5,000 for storefront improvements, seconded by Benjaminson; motion carried.

FROST FIRE MASTER PLAN

Roger Brooks was in Pembina County to create a master plan for Frost Fire. He was holding public meetings throughout Pembina County.

REGIONAL HOUSING STUDY UPDATE

The Red River Regional Council is relaunching the Community Housing Development Organization (CHDO) and has hired Lisa Rotvold to lead the program. Rotvold has completed a request for proposal to complete a regional housing study in Region IV. It is being requested to reallocate the funds for the Pembina County Housing study previously approved to the regional housing study.

Krieg moved to approve the reallocation of \$10,000 to the regional housing study, seconded by Kemnitz; motion carried.

ADJOURN

There being no more business the meeting was adjourned at 11:30 AM.

Submitted by:



Lori A. Estad, RRRC, Office Manager

Signed by:



Lacey Hinkle, Chair