

PEMBINA COUNTY JOB DEVELOPMENT AUTHORITY

MEETING MINUTES

Virtual Meeting

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

CALL TO ORDER

The meeting was called to order by Kathy Stremick, January 11, 2023, at 10:00 a.m. via zoom.

Members Present: Kathy Stremick, Jim Benjaminson, Melissa Gapp, Elton Heuchert, Lacey Hinkle, Darin Otto, Ashley Nordstrom, Mary Houdek, Casey Krieg, and Sonia Misialek.

Members Absent: Charlie Wellman, Dave Monson, Nathan Green, Julie Kemnitz and Deanna Newell.

Others Present: Dawn Mandt and Lori Estad, Red River Regional Council/PCJDA.

MINUTES

Minutes from November 9 and December 27, 2022, meeting were mailed to members prior to the meeting. Houdek moved to approve the minutes as mailed; seconded by Gapp; motion carried.

BOARD OF DIRECTORS UPDATE AND INTRODUCTION

New members to the board of directors are:

- Julie Kemnitz – Member at Large
- Representative Dave Monson – Legislative Assembly
- Casey Krieg – City over 500, City of Cavalier
- Sonia Misialek – City over 500, City of Drayton
- Deanna Newell – City over 500, City of Neche
- Darin Otto – Pembina County Commission

PROPOSED MEETING CHANGE

It was proposed to hold a special meeting on February 8 at the North Valley Career and Technology Center (NVCTC) in Grafton. The meeting would be to tour the facility. It was decided to not hold a special meeting and have the March 8 meeting at the NVCTC.

BOARD OF DIRECTORS MANAGEMENT

ELECTION OF OFFICERS

The board members opted to not have a nominating committee for the election of officers. Nomination from the floor are as follows:

- Chair – Lacey Hinkle
- Vice Chair – Ashley Nordstrom
- Secretary/Treasurer – Kathy Stremick

Houdek moved nominations cease and approve nominations for 2023 as selected above, seconded by Benjaminson; motion carried.

BYLAW REQUIREMENT AND UPDATES

The Bylaws will be updated and brought to the March meeting for review and approval.

MEETING PREFERENCE FOR 2023

Meeting preference was discussed for 2023 whether the meeting should be held in person, hybrid or virtually. Holding hybrid meetings can be difficult with technology in some areas and hard to do presentations or tour of businesses. It was decided to take one meeting at a time as to which way the meeting would be held.

The meeting day will be changed to the second Tuesday of every other month as a day that is better for members, it will be easier for in-person meetings.

JDA DIRECTOR POSITION RECOMMENDATION

The interview committee consisted of Hinkle, Stremick and Mandt. There were three high quality applicants. Angelle French, a resident of rural Hamilton, is the committee's recommended candidate for director. She is currently the director of the Walsh County JDA. French will start with the Pembina County JDA on February 21, 2023.

It was recommended the starting salary be \$55,000. Currently, French's salary is higher than what was offered. French will be a RRRC employee which has an annual contract with Pembina County of \$150,000. The authority has much discussion on the beginning salary for French.

Nordstrom approved a starting salary of \$60,000 with a six-month review; annual reviews after the six-month introductory period and 10% retirement contribution in six months, seconded by Stremick; motion carried.

An update will be given at the March meeting as to the office location for the JDA director.

RURAL DEVELOPMENT TESTIMONY OPPORTUNITY

Mandt and Matt Marshall, Minnkota Power, testified at the Senate and Housing Ag Committee regarding rural development concerns and how rural communities are impacted by agriculture.

OTHER BUSINESS

Houdek shared Job Service is hosting a nation-wide virtual job fair on February 8.

ADJOURN

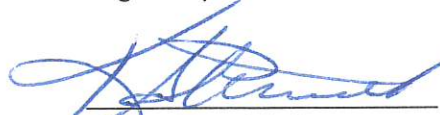
There being no more business the meeting was adjourned at 11:56 AM.

Submitted by:



Lori A. Estad, RRRC, Office Manager

Signed by:



Kathy Stremick, Treasurer