

PEMBINA COUNTY JOB DEVELOPMENT AUTHORITY

MEETING MINUTES

Virtual via Zoom

December 27, 2022, at 9:00 a.m.

**CALL TO ORDER**

The meeting was called to order by Kathy Stremick, December 27, 2022, at 9:00 a.m. via Zoom.

Members Present: Kathy Stremick, Jim Benaminson, Melissa Gap, Elton Heuchert, Lacey Hinkle, Ashley Nordstrom, and Mary Houdek.

Members Absent: Charlie Wellman, Nathan Green, and Charles Damschen.

Others Present: Valerie Ramirez, Sparky's Craft Coffee; Dawn Mandt and Lori Estad, Red River Regional Council/PCJDA.

**SPARKY'S CRAFT COFFEE ROASTING FLEX PACE REQUEST**

Valerie Ramirez, Sparky's Craft Coffee Roasting requested \$1,306.27 (+/- 5%) for a Bank of North Dakota (BND) Flex PACE Interest Buydown loan. Funds will be used for the expansion of their business for the purchase of a bagger to sell their product at multiple locations. The BND has approved their loan. The City of Cavalier will share the buydown equally.

Benaminson moved to approve the request as presented, a deferred loan with payback at 2% interest over one year after the 5-year note is paid to the BND Flex PACE Buydown, seconded by Hinkle; motion carried.

**JDA DIRECTOR POSITION UPDATE**

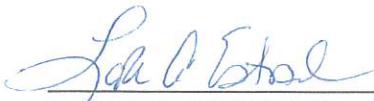
Mandt stated four quality applications have been received for the director position. Stremick, Hinkle and Mandt will form the interview committee.

Mandt asked if the salary would be negotiable, as it is at the low end of the market study. If the person hired is negotiating a higher salary it will be brought back to the board.

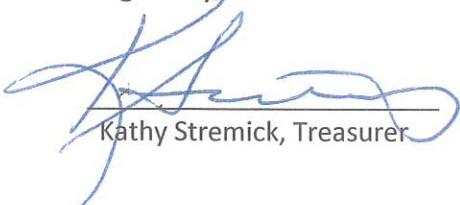
**ADJOURN**

There being no more business the meeting was adjourned at 9:30 AM.

Submitted by:

  
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Lori A. Estad, RRRC, Office Manager

Signed by:

  
\_\_\_\_\_  
Kathy Stremick, Treasurer