

**PEMBINA COUNTY JOB DEVELOPMENT AUTHORITY  
MEETING MINUTES**

SweetPro Feed, Walhalla, ND  
May 11, 2022, at 10:00 a.m.

**CALL TO ORDER**

The meeting was called to order by Kathy Stremick, Treasurer, May 11, 2022, at 10:00 a.m. via Zoom conference call and in-person.

Members Present: Kathy Stremick, Melissa Gapp, and David Moquist; by zoom: Charles Damschen, Nathan Green, Elton Heuchert, Ashely Nordstrom, Mary Houdek, Kelli Truver and Deb Stainbrook.

Members Absent: Charlie Wellman, Jim Benjaminson, and Lacey Hinkle.

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

**MINUTES**

Minutes from January 12, 2022, meeting, March 11, 2022, conference call and April 13, 2022 video conference via zoom were mailed to members prior to the meeting. Moquist moved to approve the minutes as mailed; seconded by Green; motion carried.

**FINANCIAL REPORT**

Stremick reviewed the financial report.

Gapp approved the financial report as presented, seconded by Moquist; motion carried.

**STOREFRONT IMPROVEMENT GRANT PROGRAM**

Pembina County Memorial Hospital

Pembina County Memorial Hospital is requesting \$5,000 grant for new/upgraded outdoor permanent lighting. In outdoor hospital settings, there are visual tasks with unique lighting demands. The current light pool fixtures are past their prime, one is no longer working and do not have sufficient lighting during darkness. Therefore, the lighting should be adequate to achieve high efficiency, and well-being of medical staff and patients. The current estimate is for \$11,300 to replace five light poles.

Discussion

There was discussion on clarifying C1. In the grant guidelines.

*Matching grant of up to \$5,000, but no more than 50% of the cost of improving business's storefront; communities which levy local sales tax for community development must match funds up to \$2,500; and applicants must contribute match the public funds 1:1.*

Discussion was to match up to \$5,000 or 25% of the total project cost or cost requested.

Truver moved to amend #1 in the guidelines to read 25% match of total project costs up to \$5,000 regardless of city march. Current applications will follow new guidelines, seconded by Houdek; motion carried.

Moquist moved to approve 25% of total project cost, \$2,825 to Pembina County Memorial Hospital for storefront improvement grant; seconded by Gapp; motion carried.

City of Walhalla/Public Library

This project does not qualify as it is considered a branch of the City of Walhalla and branches of government do not qualify.

Gapp moved to approve the grant guidelines to state “branches of government that are eligible to receive mill levies do not qualify, seconded by Nordstrom; motion carried.

CRMB Holding Co.

CB Grocery also applied for the storefront improvement grant which is owned by CRMB Holding Co. CRMB Holding Co is a building for storage for inventory for the grocery store. There was discussion as to whether they both qualify being they are owned by the same person, Christopher Belanus. Belanus is wanting to repaint both buildings, add new lighting and signs.

Truver moved to deny the funding request for CRMB Holding Co. and fund CB Grocery being the same person owns both buildings, seconded by Houdek. Vote failed after a roll call vote was taken.

Approve – 3

Deny – 5

Moquist moved to approve CRMD Holding Co 25% of \$20,000 with a maximum amount of \$10,000 to improve both buildings, seconded by Green; Truver and Nordstrom apposed; motion carried.

With much discussion on the grant guidelines a group has been formed to revise the guidelines. The group consists of Stremick, Truver, Gapp, Mandt and Nordstrom.

**REGION 4 RECOVERY & RESILIENCY PLAN REVIEW**

Tabled

**DESTINATION RED RIVER PLAN**

Mandt reviewed Destination Red River Regional workshop with Roger Brooks to take place May 18 and May 19 at the Minto Community Center. May 18 will be a workshop with the Historical Sites and Museums and May 19 will be a regional workshop for all communities in Region 4. Roger will also hold a meeting separately with the Rendezvous Region Tourism committee and Frost Fire Board.

**WORKFORCE DEVELOPMENT GRANT**

Mandt reviewed the Regional Workforce Impact Program (RWIP) through the North Dakota Department of Commerce. The RWIP provides grants to regional workforce entities in North Dakota to design and implement innovative plans to address their region’s most demanding workforce challenges. The grant program will respond to the negative impacts the COVID-19 pandemic has had on workforce and industries by encouraging regions and communities to develop sustainable, innovative solutions to help businesses find workers, and help workers and jobseekers prepare for and connect to better, higher-quality and better paying jobs. Our regional allocation is \$1.7 million with 12 months to spend. The application is due on July 30, 2022. Economic developments organizations and staff of Region 4 created three roundtables to develop a strategy for the grant application:

- Workforce Development – Manufacturing focus
- Childcare
- Workforce Attraction – Marketing

The City of Grand Forks will be the applications with the RRRC being contractual services.

**HOUSING PLAN UPDATE**

Tabled

**MARKETPLACE FOR KIDS**

Marketplace for Kids was held in Grafton on April 20, 2022, with approximately 700 kids taking part. Next year the event will take place in Cavalier.

Prior to the end of the meeting SweetPro Feeds showed a video of their products and gave a tour of their Walhalla plant.

**ADJOURN**

There being no more business the meeting was adjourned.

Submitted by:

Signed by:

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Lori A. Estad, RRRC, Office Manager

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Kathy Stremick, Treasurer