

**WALSH COUNTY JOB DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING**

Meeting Held at Park River City Office and via Zoom
January 19th, 2022 – 6:30 p.m.

DIRECTORS PRESENT: Matt Beneda, Julie Gemmill, Ernie Barta, Lawrence Burianek, Terri Gorder, Wanda Lee, Lucas Kelley, and Jeff Moen.

DIRECTORS ABSENT: Jeane Flaten, Diana Hahn, Kyle Halvorson, and Mary Stark.

OTHERS PRESENT: Angelle French, director of WCJDA; Dawn Mandt and Stacie Sevigny, Red River Regional Council; Nick Ziegelmann, Grafton City Administrator; Chris West, Grafton City Mayor; Dan Stenvold, Park River City Mayor; Mike Hanson, Director of NVCTC; Dr. Dori Carlson; Kristy Jelinek, Chair of Grafton Economic Development Committee; Danielle Mickelson, Rolla JDA director; and Allison Olimb, Walsh County Press.

ADMINISTRATIVE DETAILS

CALL TO ORDER: Since Gemmill was present via zoom and due to difficulty hearing her, Beneda called the Board of Directors meeting to order at 6:30 p.m.

MINUTES: Minutes from the December 13th, 2021 meeting were presented for approval. Gemmill made a motion to approve the minutes. Burianek seconded the motion. Motion carried.

ADDITIONS TO THE AGENDA: Gemmill added sick leave payout under old business. French added Marketplace for Kids under request for funds.

BILLS: Expenses incurred since the last meeting were presented for approval. Moen made a motion to approve the bills. Lee seconded the motion, and it unanimously carried. Checks 5158 through 5180 were approved by the Board. Expenses and deposits from December 13, 2021 through January 14th, 2022 are attached.

REQUESTS FOR FUNDS

532 HILL PROJECT: The Red River Regional Council as lead applicant appeared to present a fund request for \$150,000 to support a federal 80/20 grant to create a business/food incubator in the old True Value building. Dawn Mandt and Stacie Sevigny from the Red River Regional Council were present, along with support from Nick Ziegelmann, Grafton City Administrator, Chris West, Grafton City Mayor, Dan Stenvold, Park River Mayor, Mike Hanson, Director of NVCTC, Kristy Jelinek, Chair of Grafton Economic Development Committee, and Allison Olimb, Walsh County Press.

The purpose of the incubator is to help “foodpreneurs” and entrepreneurs launch businesses. The building would contain two commercial grade kitchens to rent so that home bakers could expand their businesses that are limited by cottage industry laws. The location would also offer coworking space and offices for rent, along with a high-tech conference room that would also be available for rent. The RRRC and the incoming Economic Developer for Grafton City have already committed to having offices in the space. Discussion after the presentation included who would use space, remote workers, community meeting space, the vision, goals and opportunities, fostering new entrepreneurs and students. After discussion, Kelley made a motion to approved the fund request for \$150,000 as a grant. Seconded by Lee. After roll count vote, motion passed unanimously.

MARKETPLACE FOR KIDS: Marketplace for Kids 2022 will be held April 20th, 2022 in Grafton. A request for \$2,000 to help sponsor the event has been received by Marketplace for Kids which historically has approximately 700 students participate. Gemmill made a motion to approve a \$2,000 grant to Marketplace for Kids. Gorder seconded the motion. After roll count vote, motion passed unanimously

OLD BUSINESS

SICK LEAVE PAYOUT: Gemmill followed up with the possibility of paying out a portion of the previous JDA director's accumulated sick leave. Gemmill shared that the Life Skills and Transitions Center (State of North Dakota) paid out 10% of remaining sick leave to vested employees. Burianek raised a concern of setting a precedence for the county since the county currently does not pay out sick leave. Motion was made by Gorder to pay out 10% of remaining sick leave. Seconded by Gemmill. Rollcall vote was taken, Kelley, Barta, Moen, Lee, and Beneda voted no, Gorder and Gemmill voted yes, motion failed.

NEW BUSINESS

NDPERS RESOLUTIONS: French spoke with NDPERS about setting up the retirement plan for the WC JDA. The application has been submitted and approved by NDPERS legal department, WC JDA does qualify to participate in the retirement program. Two resolutions are needed to participate in the NDPERS defined benefit retirement plan and the deferred compensation plan.

A motion was made by Lawrence Burianek for the Walsh County Job Development Authority to affirm to North Dakota Public Employees Retirement System that the Walsh County Job Development Authority is formed pursuant to N.D.C.C. § 11-11.1 and is neither a non—profit corporation nor a for-profit corporation, to join the NDPERS Defined Benefit Retirement Plan and offer the plan to all eligible employees of the Walsh County Job Development Authority. The motion was seconded by Julie Gemmill. The Board approved joining the NDPERS Defined Benefit Retirement Plan effective February 1, 2022.

A motion was made by Ernie Barta for the Walsh County Job Development Authority to affirm to North Dakota Public Employees Retirement System that the Walsh County Job Development Authority is formed pursuant to N.D.C.C. §11-11.1 and is neither a non—profit corporation nor a for-profit corporation, to join the NDPERS Deferred Compensation Plan and offer the plan to all eligible employees of the Walsh County Job Development Authority. The motion was seconded by Wanda Lee. The Board approved joining the NDPERS Deferred Compensation Plan effective February 1, 2022.

REPLACEMENT SUGGESTIONS FOR LEAH SKJERVEN: Board member Leah Skjerven previously resigned so suggestions were asked for potential replacements. Several suggestions were made and Barta and French will reach out and see if there is interest.

JDA "DIG IN" & LOGO: French made the suggestion to remove the "dig in" slogan as it didn't seem to fit anymore. After discussion, the board agreed to remove the slogan. The current logo has the "dig in" slogan on it, French presented multiple different designs of potential logos and the one the board like the best was the current logo without the "dig in" and "Job Development Authority" centered below "Walsh County".

JDA WEBSITE: French presented 3 quotes for redoing the website, from KK Bold (who currently hosts the website), GovOffice (which hosts the county website), and Telewell (who is redoing the Walsh County Historical Society website). The bids from GovOffice and Telewell were not specific to the JDA but were for similar enough websites that the costs would be comparable. After

discussion, Barta motioned to accept the quote from KK Bold for \$2,500 for the website redesign, \$40 per year for a new domain name, and \$65-75 for a design template. Seconded by Kelley. Motion passed.

WALSH COUNTY CHILDCARE: This topic was tabled to the following meeting due to time constraint.

ANNOUNCEMENTS/COMMENTS: None

ADJOURNMENT: Barta made a motion to adjourn. The meeting adjourned at 8:00 p.m.

Reported by,

Signed,

Angelle French
Director

Julie Gemmill
Chair