



**JSDC Board of Directors Meeting  
June 12, 2023  
Official Minutes  
JSDC Lower-Level Conference Room**

**Members Present:** Tory Hart, Nick Schauer, Jeremy Rham, Dwaine Heinrich, Steve Cichos (via phone), Casey Henderson, David Steele, Rod Johnson, Jen Dockter, Tonya Perkins, Mike Delfs.

**Members Absent:** Marlee Siewert, Mark Klose.

**Staff Present:** Connie Ova, Corry Shevlin, Jamie Czapiewski.

**Guests Present:** Masaki Ova, Jamestown Sun; Emily Bivens, Jamestown Area Chamber of Commerce/Jamestown Tourism; Danica Chaput, ND Job Service; Chris Erwin, SBDC.

**Call to order:** 11:47 a.m. by Tory.

**Conflict of Interest:** None.

**B) Approval of Agenda:**

*Jeremy Rham made a motion to approve the agenda as presented, Steve Cichos seconded, and the motion passed unanimously by voice vote.*

**C) President's Report:** Tory reported on the SEPA rail construction. He also reported that an overview was received regarding Harvestone changes that is available in the JSDC office for anyone interested.

Please note that July meetings will fall a week later than normal due to the Independence Day holiday.

**D) Strategic Committee Reports**

Organizational Excellence Committee –

(Committee members: David, Mark, Tonya, Marlee, Jen, Connie, Corry, and Jamie) \*2023

*Members\**

- The Organizational Excellence Committee did not meet in June.
- The Organizational Excellence Committee meets the first Monday of the month at 9 a.m.

Finance Committee-

(Committee members: Jeremy, Tory, Nick, Rod, Marlee, Steve, Casey, Connie, Corry, Jamie, and LeAnn)

*\*2023 Members\**

- The Finance Committee did not meet in June.
- The Finance Committee meets on an as needed basis.

Existing Business Outreach Committee-

(Committee members: David, Mark, Tory, Rod, Dwaine, Michael Connie, Corry, and Jamie) \*2023  
*Members\**

- The Existing Business Outreach Committee met on Tuesday, June 6, 2023.
- An intern reimbursement application and the housing program proposal were reviewed and recommended this month.
- The Existing Business Outreach Committee meets on the first Tuesday of the month at noon.

New Business Attraction Committee-

(Committee members: Jeremy, Nick, Steve, Dwaine, Tonya, Jen, Mike, Connie, and Corry) \*2023 Members\*

- The Business Attraction Committee did not meet in June.
- The Business Attraction Committee meets on the first Wednesday of each month at Noon.

**E) Approval of Meeting Minutes:** The minutes from the May meeting were in the One Drive for review.

*Rod Johnson made a motion to approve the minutes as presented. David Steele seconded, and the motion passed unanimously by voice vote.*

**F) Account Status Report:** The financial reports were in the One Drive for review.

*Dwaine Heinrich made a motion to approve the financials as presented. David Steele seconded, and the motion passed unanimously by voice vote.*

**G) Internship Reimbursement Application:** An application for the summer round of funding was missed during the previous month's meetings. The application was received prior to the deadline in April, and upon approval it will be allowed retroactive reimbursement from the May 8<sup>th</sup> approval date the rest of the applications received.

Emily Dinus is a junior nursing student who will be working as a nursing technician this summer at Ave Maria. The application and scoring sheet were in the One Drive for review. Her application scored a 23 out of 25.

The Existing Business Committee voted to recommend funding for this application.

*Dwaine Heinrich made a motion to approve funding for the internship reimbursement application. David Steele seconded, and the motion passed unanimously by voice vote.*

**H) Housing Program:** Corry's proposal for the Housing Program was in the One Drive for review.

Workforce and housing are directly linked; to draw employees to the area there needs to be places for them to live. The JSDC has been working with the city to try to figure out a solution to the lack of developers that have been interested in Jamestown.

In order to draw developers to the area, the proposal suggests that the JSDC would provide up to 20% of the required 25% cost share for the city to bond for infrastructure for the development of residential lots within the Jamestown City limits.

This project would be 100% city-funded from the city's economic development fund, with a proposed starting amount of \$500,000. The county would still need to approve, as with all other JSDC projects. As this would be a loan, once the developed lots are sold, the money returns to us. The JSDC would take the best lien available on the property.

The proposed terms are:

- A. No Principal or interest payments and non-Interest bearing for 5 years (deferment period).
- B. To be repaid over 2 years following the deferment period. The JSDC can establish a quarterly payment required at the end of the deferment period.
- C. An Interest Rate of 2%
- D. JSDC would take a position on the property and calculate a per lot cost that will be recouped upon sale of the lot. JSDC will recoup 100% of the loan at 80% of lot sales.
- E. A minimum of 10 lots to be developed.

The Existing Business Committee voted to recommend funding to the proposed housing program.

*Mike Delfs made a motion to approve the proposed Housing Program. Jeremy Rham seconded, and the motion passed unanimously by roll call vote. Tory-Aye, Nick-Aye, Jeremy-Aye, Dwaine-Aye, Steve-Aye, Casey-Aye, David-Aye, Rod-Aye, Jen-Aye, Tonya-Aye, Mike-Aye. Mark and Marlee were not in attendance to vote.*

**I) Bison World Update:** Connie provided an update on Bison World. The deadline for the grant was May 31<sup>st</sup>, but an extension was allowed for an environmental study. All grant dollars were utilized, so there is nothing to give back to the state.

The Bison World board is currently working on fundraising. They have been meeting with potential local investors. They have also been reviewing application requirements for the Destination Development fund and plan to be able to submit in July.

**J) Staff Reports:**

**Corry:** Corry's report was in the One Drive for review. He spent part of May away at conferences. Work with Chapul Farms continues, and another company has also been interested in SEPA land for CO<sup>2</sup>. It was also reported that a new employee will be starting on June 19<sup>th</sup> in the business development role.

**Connie:** Connie had reported on Bison World.

**N) Ex-Officio Reports:**

**City of Jamestown:** Dwaine and David reported on the City of Jamestown.

**Stutsman County:** Steve reported on Stutsman County.

**Jamestown Chamber of Commerce:** Emily reported on the Chamber.

**Jamestown Tourism:** Emily reported on tourism.

**ND Job Service:** Danica reported on Job Service.

**Adjourn:** Tory adjourned the meeting at 12:39 p.m.

Respectfully submitted – Jamie L. Czapiewski, Operations Coordinator