



**JSDC Board of Directors Meeting
August 14, 2023
Official Minutes
JSDC Lower-Level Conference Room**

Members Present: Tory Hart, Nick Schauer, Marlee Siewert, Mark Klose, Casey Henderson, David Steele, Rod Johnson, Jen Dockter, Tonya Perkins, Mike Delfs.

Members Absent: Jeremy Rham, Dwaine Heinrich, Steve Cichos.

Staff Present: Corry Shevlin, Alyssa Looyen, Connie Ova, Jamie Czapiewski.

Guests Present: Masaki Ova, Jamestown Sun; Emily Bivens, Jamestown Area Chamber of Commerce/Jamestown Tourism; Danica Chaput, ND Job Service; Mike Knofczynski, Great River Energy; Chris Olson, SBDC; Jeremy Forester, FCCU; Joe Klundt, Prime Properties.

Call to order: 11:45 a.m. by Tory.

Conflict of Interest: Nick Schauer and Mike Delfs declared a conflict of interest with the Prime Properties Flex PACE request item on the agenda.

B) Approval of Agenda:

Mike Delfs made a motion to approve the agenda as presented, Jen Dockter seconded, and the motion passed unanimously by voice vote.

C) President's Report: Tory gave a brief report regarding the recent site visit to Oregon to visit Chapul Farms.

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 August.
- 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 August.
- The Finance Committee meets on an as needed basis.

Existing Business Outreach Committee-

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

*Members**

- The Existing Business Outreach Committee met on Tuesday, August 8, 2023.
- The SEPA Legal Request was reviewed and sent to the Board for approval.
- 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 met on Wednesday, August 9, 2023.
- The Prime Properties Flex PACE application was reviewed and sent to the Board for approval.
- The Business Attraction Committee meets on the first Wednesday of each month at Noon.

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

Jen Dockter made a motion to approve the minutes as presented. Tonya Perkins seconded, and the motion passed unanimously by voice vote.

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

Mark Klose made a motion to approve the financials as presented. Casey Henderson seconded, and the motion passed unanimously by voice vote.

G) Prime Properties Flex PACE Request: The Flex PACE application for Prime Properties was in the One Drive, along with the scoring rubric and amortization schedule. Prime Properties has purchased real estate and will be constructing a physical therapy clinic that will hold one tenant, APEX Physical Therapy. This building will be easily accessible, allowing the Jamestown and surrounding communities physical therapy services with a new state of the art facility, equipment, and patient care. The incentive will be passed down to the tenant.

They are requesting up to \$85,714.31 for interest buydown, with an 80/20 split between the city and county. City - \$68,571.45, County - \$17,142.86.

Jeremy Forester, FCCU, and Joe Klundt, Prime Properties were in attendance to answer questions about the project. They hope to start digging at the site this week, with the opening of the facility tentatively planned for May 2024.

The New Business Attraction Committee voted to recommend funding at their August meeting, with the stipulation that the funds be used within a two-year timeframe.

Casey Henderson made a motion to approve the Prime Properties Flex PACE request. David Steele seconded, and the motion passed by a majority by roll call vote. Tory – Aye, Marlee – Aye, Mark – Aye, Casey – Aye, David – Aye, Rod – Aye, Jen – Aye, Tonya – Aye. Nick and Mike did not vote due to a conflict of interest. Jeremy, Dwaine, and Steve were not in attendance to vote.

H) SEPA Legal Request: Connie's memo regarding the Moss and Barnett legal bills was in the One Drive for review. The total invoiced amount was \$282,709, which SEPA does not have the financial means to pay. The proposed solution will utilize the requested and received commitment from Great River Energy in the amount of \$68,636 for expenses directly attributable to their merger with Harvestone Low Carbon Partners. SEPA was unaware of the merger until three days prior to the announcement of the merger/buyout of the Great River Energy share of SEPA by Harvestone Low Carbon Partners.

Out of the total bill of \$282,709, \$50,000 of the bill is attributable to the Green Bison Soy Processing rail and will be paid out of that loan. That leaves a balance owed of \$164,073 to be paid by SEPA through the JSDC. This cost is unrecoverable.

Marlee Siewert made a motion to approve the SEPA Legal Request. Mike Delfs seconded, and the motion passed by a majority by roll call vote. Tory – Aye, Nick – Aye, Marlee – Aye, Mark – Aye, Casey – Aye, David – Aye, Rod – Aye, Jen – Aye, Tonya – Aye, Mike – Aye. Jeremy, Dwaine, and Steve were not in attendance to vote.

I) Staff Reports:

Corry: Corry reported on the recent visit to Chapul Farms in Oregon. He also reported that the SEPA rail construction hopes to finish by September 15th.

Connie: Connie reported on County Road 62 out by the Spiritwood Energy Park. There is a desire to get more of that road paved due to the increase in traffic with the soybean processing plant opening. She and Mark Klose will be attending a NDDOT meeting this week in Bismarck. She also reported on Bison World. The for-profit portion of the organization is in the process of formation. The Destination Development Fund application is also getting ready for submittal.

Alyssa: Alyssa reported that there are several Flex PACEs coming in that will be on the agenda in the coming months. She has recently met with RTS Shearing for a BR&E visit and will be visiting with Newman Signs later this week. She will also be attending several conferences in the near future.

J) Ex-Officio Reports:

City of Jamestown: David reported on the City of Jamestown.

Stutsman County: Mark 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 12:46 p.m.

Respectfully submitted – Jamie L. Czapiewski, Operations Coordinator