



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: January 12, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Thompson, Schnell, Bagley, Bruhn, Forward

Directors Absent:

Advisory Present: Udem, Hoff,

Guests: Kelly, Wiek, Brian ?

Visitors:

President Matt Hill called the January 12, 2023, meeting of the Oakes Enhancement, Inc. Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center Meeting Suite with eight board members, three guests, one advisory and two employees. Hill thanked everyone for attending and called upon guests to present

Guests

➤ **Guest:**

- Jeff Wiek and Brian? : Archery Club
 - These men were presenting on behalf of the Oakes Archery Club and expenses incurred for the program. They are requesting gaming funds. Voted on later in the meeting.
- Austin Kelly: Sno Busters
 - Kelly was seeking gaming fund support for the Sno-Busters. The Sno-Busters are finding it increasingly difficult to fund their programs and were seeking support. Voting later in the meeting
- Laykn Kunrath
 - Kunrath was unable to attend the meeting. Her proposal was presented and voted on later in the meeting

➤ **Economic Development Directors Report: Udem:**

- Report: (Page 6)
 - Economic Development Proposal for 2023 (Pages: 7-8): The proposal was accepted with a change in date of payment schedule to the 25 of the month (this is an automatic transfer) and conference attendance. Should only be state conferences dealing with economic development. (There are two with Main Street Summit being one)

➤ **Secretary's Report:**

- Any comments_on Secretary (Pages: 3-4-5) /Treasurer's reports (Pages: 12-18): No comments so they are received for filing
- Zoom Housing Meeting: Attendance: Bagley, Udem, Zetocha, Peterson, Hill, A O'B
 - Meeting points covered by Udem
- Correspondence:
 - Thank you from Oakes Area Community Foundation (Page 9
 - EDND Membership:\$300 (last year \$275) (Pages 10-11): Voted on later in the meeting
 - Letter from Dakota Water Resources – will scan and send to Cole Vculek
 - Engagement letter from Ptacek Financial Services: signed by President Hill
 - Tickets for the upcoming ballgames – sponsorship of athletic events – 4 tickets were available for the games on January 16 and 4 tickets for January 17th. OEI participated in activities sponsorship program

➤ **Treasurer's report:** See above

- **CD at FCCU:** Matched and went above the rates quoted at the time of the Dec. 2022 meeting

- **BUMP for Nicole Cline** (Pages: 19-22) – release of funds _ Voting listed below
- **BUMP for Angry Beaver** – extra papers – release of funds _ Voting listed below
- **BUMP for 502 Flair** (Pages: 23-26) Participate in program – Voting listed below
- Signatories on Gaming Expense checking account : Continues on hold

➤ **Gaming**

- Report: See treasurers report for gaming activity
- Paperwork continues to be done by Ptacek Financial
- Gaming Manager position
 - Carol Oster is the new hire and has been to state training and also a session with Ptacek Financial Services.
- Updated rental agreement: The document has been signed and returned to OEI for filing
- Contract with The Last Shot: Demand Promissory Note -remove from the active agenda. Work continues to see how much of a cash bank is actually required. Insurance will only cover \$5000.
- Gaming Application Request Funds:
 - Oakes Sno-Busters (Pages 27) see below for voting
 - Oakes Archery Club (pages 28-29) see below for voting

➤ **Business item**

- Points from Zoom Housing Meeting:
 - Udem covered this information – Questions/Concerns OEI had concerning how the funds would be used were clarified. The total investment from OEI(and possible partners)with no hidden fees would be \$18,000 for both phases. See voting below.
- Fine Tuning on the BUMP Application and rules: tabled
- Tiny Tornadoes updates: none at this time
- Chamber updates: Working on a promotional punch card
- The parking lot owned by OEI: Ulmer of the Angry Beaver has been approached about purchase of the lot. Schnell contacted him but did not get a response. One thought was to charge rent for the use of the lot which houses the Beaver's propane tanks, garbage and grease depository. **This is to be put on the February agenda.**
- Other

➤ **Voting**

- **BUMP for Cline (Feel good Foods):** M(Bagley)S(Schnell)P: to release the funds as the receipts were received for this exterior project. This would be funded at the max rate of \$5,000.
- **EDND Membership:** M(Bruhn)S(Schnell)P: to continue membership at the \$300 rate
- **BUMP for 502 Flair:** M(Schnell)S(Bruhn)P: to participate in the proposed interior BUMP proposal
- **Gaming Fund: Sno-Busters:** M (Zetocha)S(Schnell)P: to grant funding at the rate of \$2000 from the Charitable Trust Account
- **Gaming Fund: Archery Club:** M(Zetocha)S(Thompson)P: to grant \$2500 to the Archery Program with funds from the Charitable Trust Account. They may return for additional funding if needed.
- Economic Development Proposal for 2023: **Accepted by common consensus with the corrections noted**
- **BUMP: Angry Beaver Lodge :** M(Bagley)S(Schnell)P: to release the funds as the receipts were received. This interior project would be funded at the max amount of \$5000.
- **Hometown Housing Proposal:** M(Bruhn)S(Zetocha)P: to participate in this program making the necessary down payment (once Udem has secured the amount) in order to begin the process without delay. Udem will seek out partners for covering part of all of the cost of the study. OEI would own the study information. Total cost \$18,000

➤

➤ **Other**

- The secretary was asked to leave the room to discuss salary. No decisions were made. Research will be done.

➤ **Ongoing business to discuss if necessary**

▪

➤ **For the good of the order**

- Need to look at a date for the annual meeting: March 9, 2023 – This date was accepted as the date of the Annual Meeting.
- Board terms will be addressed at a future meeting.
- Next meeting: Thursday, February 9, 2023,

There being no further business the meeting adjourned at 8:20.

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.
PO Box 3
Oakes, ND 58474

Economic Development Proposal Oakes Enhancement, Inc. mission statement: The Oakes Enhancement, Inc. (OEI) shall create an environment that stimulates commercial, industrial, and residential growth and development while enhancing the quality of life in the greater Oakes, North Dakota trade area.

Length of Services: January 1 - December 31, 2023

Payment schedule: Monthly on the 1st Annual Rate: \$30,000

Reporting: We will submit a monthly report sharing the results of our efforts and do our best to attend every meeting in person.

Services to be provided:

Business Development:

1. Support current businesses to achieve expansion efforts and develop succession plans, when applicable
2. Support the successful launch of new entrepreneurs and small businesses
3. Actively maintain our current business inventory and pursue tenants
4. Connect businesses to all available local, state, and federal resources, including education and training opportunities

Business Services Reporting Metrics:

1. Current businesses supported and any resulting benefits stated
2. New businesses launched
3. New business leads and any conversions

Quality of Life:

1. Provide education and training programs to support the individual growth of our residents
2. Work with regional partners to develop a housing initiative in Oakes
3. Offer several community events, including vendor shows and maker's markets

Other considerations:

- This proposal does not include the time required for grant writing although some will happen anyway.
 - We can connect to the right opportunities and outsource grant writing, if necessary. May require further cost, but it's worth it.
- Oakes needs to be represented at a state level. We need to be at the table to get the attention of the resource providers.

To accomplish this, we'd also recommend:

1 2 ○ EDND membership

■ Plus, allowances to attend conferences + Main Street Summit

- Either party reserves the right to cancel the agreement with a 30-day notice.



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: February 9, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Thompson, Maier, Forward, Bagley

Directors Absent: Schnell

Advisory/ Employee: Hoff, Udem

Guests: Brittany Harty

Visitors: None

President Matt Hill called the February 9, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7am.. The meeting was held at the Oakes Community Center Meeting Suite with seven Board Members, one Advisory, one Employee and one guest present. Dustin Maier was welcomed as the representative of the Oakes Area Chamber of Commerce, replacing Anthony Bruhn.

Agenda items to add:

Letter of support for Dickey County Campground: Addition approved.

Guests

➤ **Guest:**

- Brittany Harty of the Bakery Shoppe was available to introduce herself to the OEI Board and explain what she is planning for the opening of her shop.
 - Brittany plans to begin slowly with breads, cookies, muffins, and the like.
 - Waiting for the health department and fire suppression systems to be finalized

➤ **Economic Development Directors Report: Udem:**

- Report: ()
 - See reports for comments.

➤ **Secretary's Report:**

- Any comments_on Secretary (pages: 4,5,6) /Treasurer's reports (pages: 7-12)—reports received for filing.
- **M(Bagley)S(Forward)P: to transfer funds at Starion into CD's in order to garner interest. Investing, under the guidance of Treasurer Zetocha, perhaps one at \$50,000, and two at \$25,000. Investments lengths will vary so cash is accessible if needed. Funds to be used will be decided upon investment. Those who can sign on behalf of OEI will be Matt Hill, John Zetocha, Gary Schnell and Audrey O'Brien.**
- Correspondence:
 - Nothing to report at this time.

➤ **Treasurer's report:** See above.

- Information for the 2022 OEI taxes have been turned over to PFS. Sheila will call for the OEI computer when she begins work on them. Adjustments the BOD wants to see have been communicated.
- **BUMP for 502 Flair: M(Peterson)S(Forward)P: to release fund (\$5000.00) as the invoice has been submitted.**
- **All In Casino Night for CHI: M(Zetocha)S(Forward)P: to participate in the Oakes Community Hospital Foundation's "All in" Casino Night at the High Roller level of \$2500.00. Peterson and Thompson abstained from voting.**
- Signatories on Gaming Expense checking account: On hold

➤ **Gaming**

- Gaming Manager
 - Carol Oster is trying to get all straightened out and once the end of the year is completed – she believes it things will go better moving forward.
 - O'Brien and Bagley will meet with Roberts today to make sure things are going well.
- Updated rental agreement: signed and returned to OEI.
- Cash Banks: No forward movement at this time
- Gaming Application Request Funds:
 - None at this time

➤ **Business item**

- The Bakery Shoppe:
 - Zetocha explained a tentative interest buydown plan with the Bank of North Dakota for The Bakery Shoppe.
 - **M(Forward)S(Thompson)P: to participate in the interest buydown for the Bakery Shoppe contingent upon receiving solid figures. Once a final plan/figures are in place with all entities, an electronic vote will take place agreeing to the numbers. (Zetocha abstained from voting)**

Peterson had to leave the meeting at this time.

- OEI Parking lot – ownership—rent—sell : no new updates.
- Fine Tuning on the BUMP Application and rules: tabled
- Tiny Tornadoes updates: No updates at this time
- Chamber updates: Maier stated updates covered by Undem in her report.
- NDSU – STTAR intern program (Students in Technology Transfer and Research)
 - It was agreed – this is a good program but better suited for the Oakes Area Chamber of Commerce to promote as well as Growing Small Towns.

➤ **Agenda Add on**

- A letter of support for a campground at Pheasant Lake was received. This only involves a letter to attach to a grant request.
- **M(Zetocha)S(Forward)P: to supply a letter of support to accompany the grant application being made on behalf of Dickey County by Any Mittleider Deputy Auditor.**

➤ **Were these things voted upon?**

- **BUMP for 503 Flair: Yes**
- **All In Casino Night for Oakes Community Hospital: Yes**
- **STTAR intern program participation: Yes**
- **Letter of Support for Dickey County Campground: Yes**

➤ **Ongoing business to discuss if necessary.**

- Salary and retirement:
 - The secretary was asked to leave the room.
 - **M(Zetocha)S(Thompson)P: to increase the secretary's salary to \$1,100.00 per month. Reimburse for past office expenses at \$2100.00 (Agreement was to be \$100 per month but was not always paid by the gaming manager) – AND going forward to have Ptacek Financial Services set up the \$100 payment plan as an auto transfer each month as office reimbursement.**

➤ **For the good of the order**

- The annual meeting: March 9, 2023 – added to PFS calendar.
- Board terms: Terms of Peterson and Thompson are up for re-election – Both are valuable members of the board and were encouraged to consider running.
- Next meeting: Thursday, March 9, 2023,

There being no further business the meeting adjourned at 8:20.

Respectfully reported,

Audrey O'Brien, Secretary

Oakes Enhancement, Inc.

PO Box 3

Oakes, ND 58474

Electronic Voting: The Bakery Shoppe.

Zetocha supplied updated figures from the Bank of North Dakota concerning the interest buy down for The Bakery Shoppe. The emailed documents and cover letter sent by Zetocha were reviewed by the board members. The following action took place.

M(Peterson)S(Thompson)P: to approve the updated interest buy down figures for The Bakery Shoppe. Is there any discussion. If not could you please send your vote.

1. Peterson: Yes
2. Thompson: Yes
3. Forward: Yes
4. Bagley: Yes
5. Schnell: Unavailable
6. Maier: Yes
7. Hill: votes as a tie breaker
8. Zetocha: abstains

Report submitted.

Hi Everyone -

Sorry I had to bug out early today, I did want to provide a Tiny Tornadoes update - as they do have great things happening at the daycare.

Enrollment: 20

- We are maxed out based on the ratio of staff to kids. Our current cook, Morgen, has been helping out in classrooms in the afternoons as needed and would like to transition to a teacher position but we have not been able to find anyone to replace her as cook.

Filling the cook position and having Morgen switch to teacher would allow us to enroll more kids. Know of anybody that would like a part-time cook position?

Grants:

- We received a Choice Bank grant to replace the playset (wear and tear and some boards are beginning to deteriorate) and to install an outdoor spigot. We have a committee who will be planning spring clean-up and making suggestions on what else could be done to make that area even better for our kids. We would love to have some sort of shade installed, but that's currently out of budget.

- We will be applying for the NDSU Jr. Gardner grant again.

We are in the beginning stages of an outdoor mural—gathering info and looking for other organizations to assist in planning, etc.

We've had successful fundraisers (cookie dough and pizza) and will be doing a Lucky Duck race fundraiser for June.

Thank you! *Alison Peterson*

February 2023 ED Report from Growing Small Towns

Existing Businesses Supported:

1. Girl Scouts: They are being asked to participate in the Downtown park project
2. Chamber: Looking for a fund raiser for the downtown park area.
3. Bowling Alley: The bowling alley is in need of new equipment. They will need assistance if they are going to continue to be in business and function efficiently
4. NDSU Research Site
5. Theatre

New Business Development:

1. Gevo
2. Dr. Rath's-Jeff Strand confirmed we are on track.
3. The Bakery Shoppe – just waiting on ND Health Inspection
4. Applied Digital: (Data mining); Offering primary sector jobs. At least 20

Opportunities:

1. Main Street Apartment renovation project

2023 Key Priority - Housing:

1. HTH
 - a. Secured \$10,000 from Ottertail Power
 - b. Secured an additional \$2,000 from JVG.
 - i. Invoice for full amount has been paid upon receipt, we'll begin scheduling visits
 - c. NOTE: Milnor is also participating in this project

Other Activity

Local:

- VC Community Impressions Project

Regional:

- Impact Dakota

State:

- USDA grants/funding



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)
2023 Annual Meeting
Thursday, March 9, 2023
7:00am
Oakes Community Center Meeting Suite

President Matt Hill called the 2023 Annual Meeting of OEI to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite. President Hill thanked all who attended and called on Toni Ptacek of Ptacek Financial Services to review the yearly financials.

- Board Members
 - 2022 Board Members: President Matt Hill
Vice President: Becki Thompson
Treasurer: John Zetocha
 - Board Members:
Alison Peterson
Gary Schnell
Jeff Forward
Anthony Bruhn (Chamber Representative)
Cindy Bagley (City Representative)
Advisory: Jeff Hoff –Mayor N. O'Brien, and as needed Zasha Johnson, Toni Ptacek
Economic Development Director: Rebecca Udem
- Ballot: Balloting for two board positions was presented:
 - **MM(Schnell)S(Bagley)P: to cast a unanimous ballot electing Rebecca Thompson and Alison Peterson.**
- Upcoming Charitable trust: Oakes Park & Rec: Swimming Pool – Oakes Fire Department
- Presidential comments
- Welcome Dustin Maier as the new Chamber Representative.

There being no further business: **MM(Schnell)S(Thompson)P: to adjourn the meeting at 7:25am.**

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: March 9, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: Directors: Hill, Zetocha, Peterson, Thompson, Maier, Forward, Schnell, Bagley

Advisory/employee: N O'Brien, Udem

Guests: Chris Schmit and Anthony Bruhn

Visitors:

President Matt Hill called the March 9, 2023, meeting of the OEI Board of Directors to order at 7:30 am. The meeting was held at the Oakes Community Center Meeting Suite with eight board members, two advisory and two guests in attendance. President Hill noted additions to the agenda, interest buydown for General Irrigation and BUMP application for Chris Schmit.

Guests

➤ **Guest:**

- Anthony Bruhn of Starion Financial presented an interest buydown for Dana Rosendahl and General Irrigation.
 - **MM(Thompson)s(Bagley)P: to support this interest buydown for Dana Rosendahl and General Irrigation in the amount of \$7,085.70 dividing the payment between two years. (Zetocha abstained)**
- Chris Schmit arrived at 7:45 and presented. He is looking for BUMP funds to install a new door in the front of his building along with a new sign. The bids total: \$10, 421.00. This was voted on later in the meeting.
 - **MM(Schnell)S(Zetocha)P: approve participating in this BUMP proposal. Once the receipts are submitted and approved by the Board, funds can be released.**

➤ **Secretary's Report:**

- Any comments_on Secretary (pages: 5-8) /Treasurer's reports (pages; 9-11)
 - February account action (pages: 12-13)
There were not comments.
- Correspondence:
 - Tickets for Casino Night: Tickets were distributed amongst board members.
 - WSI: this has been paid
 - Heritage Insurance: Insurance payment netted an overage of \$2.00
 - Gaming correspondence given to the Gaming Manager

➤ **Treasurer's report:** See above.

- CD paperwork is being completed. Signatures are required: Invested in (2) at \$25,000 for 7 months and one at \$50,000 for 11 months.
- Hometown Housing dollars received from James Valley Grain – waiting for OtterTail Power
 - Udem will check with OtterTail
- Signatories on Gaming Expense checking account: On hold.
 - Leave the checkbook in the hands of the secretary
 - Check to see if automatic deposits could be arranged for Hoffman and Oster.

➤ **Gaming**

- Gaming Manager position
 - Continue to work out details and get reports generated – filings done – Toni has been working with Carol when needed
- Gaming Application Request Funds:
 - None at this time

➤ **Business item**

- Fire Department Land
 - Hill visited with Ptacek Financial Services concerning the land swap and the difference in values. At this time nothing can be done except to keep totals of what OEI has invested in the property.
 - Investment total: **\$53,867.00 to date**
- OEI Parking lot – ownership—rent—sell.
 - Schnell continues conversations with Ulmer of the Angry Beaver.
 - **M(Forward)S(Schnell)P: to enter into a purchase agreement with the Angry Beaver for \$30,000. This could be paid at \$500 per month until satisfied (5 years) with no interest. This agreement should be entered into by May 1, 2023.**
- Gym equipment
 - It was decided the equipment should be donated to FitBar. The secretary will check with Ptacek Financial to see if this could present problems for Chris Schmit. If it does, perhaps a sale could be arranged.
- Tiny Tornadoes updates (Peterson reporting)
 - Things are going well. If they could hire a new cook – the current cook could work full time with children and they could increase their capacity
- Chamber updates:
 - The Chamber office moved to a new location (Growing Small Towns building)
 - The Chamber is currently making final arrangements for Irrigation days.
- **Selecting officers for the year**
 - M(Forward)S(Schnell): to keep the current Officers in place – motion failed due to some not wanting to serve in their capacity again.
 - **M(Bagley)S(Schnell)P: to elect Jeff Forward as President, Rebecca Thompson as Vice President and John Zetocha as Treasurer.**
- Other

➤ **Economic Development Directors Report: Undem:**

- Report: see notes on the report
 - Economic Development report

➤ **Were these things voted upon?**

All things taken care of.

➤ **Ongoing business to discuss if necessary.**

- Fine Tuning on the BUMP Application and rules: tabled

For the good of the order

- Next meeting: April 13, 2023
-

➤ The meeting adjourned at 8:25am.

Respectfully reported,

Audrey O'Brien, Secretary

Oakes Enhancement, Inc. PO Box 365, Oakes, ND 58474

March 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Chamber
2. Bowling alley
3. NDSU Research site

New Business Development:

1. GEVO-no updates
2. Dr. Rath – Jeff Strand confirmed they are on track Remains on Track. Finishes school in May
3. The Bakery Shoppe – Health inspection completed. Should open soon. Udem was thanked for all her guidance she gave Brittany.

Opportunities:

2. Main Street Apartment renovation project

2023 Key Priority - Housing:

2. HTH
 - a. Began conversations to set up site visits
Work will start on April 4 or 5.
Three teams will come in and they want to visit with 25 businesses

Other Activity

Local:

- VC Community Impressions Project- we'll present in Valley on March 15 - they haven't arrived here yet
- Chamber moved to our location
- BK Floral moving into former Chamber spot
- Rural Mastermind begins on March 21
- Oakes hosted the Be Legendary School Board training - 20 admins

State:

- WonderFund: Please check this weeks Community Connection on this fund
Shark Tank people are involved.



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: April 13, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present : Zetocha, Peterson, Thompson, Maier, Forward, Schnell, Bagley

Director Absent: Hill

Advisory/employee: Hoff,

Guests: Gaming Manager: Shawn Ulmer, Jeff Wiek, Kausha Magill

Visitors:

President Jeff Forward called the April 13, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7:02am. The meeting was held at the Oakes Community Center with seven directors and one advisory member in attendance along with three guests. Gaming Manager, Carol Oster, planned to attend but was ill.

Guests were welcomed and thanked for attending.

➤ **Guest:**

- Shawn Ulmer was called upon to address the parking lot behind The Angry Beaver
 - Shawn has an easement of the property for his propane tank, grease, and garbage receptacles.
 - He does not feel it would benefit his business to purchase the parking lot.
 - This item will be tabled for future consideration
- Jeff Wiek, from the Oakes Archery Club presented a request on behalf of the archery students who will be attending the National Competition. Voting happened later in the meeting.
- Kausha Magill presented on behalf of Bear Creek Roughriders. Voting took place later in the meeting.

➤ **Secretary's Report:**

- Any comments_on Secretary (pages:3-6) /Treasurer's reports (pages; 7-14)
 - **M(Schnell) S(Bagley)P: to receive and file the Secretary and Treasurer's reports as printed.**
- Correspondence:
 - Oakes Fire Department – Thank you. (Page:15)
 - CHI Oakes Community Hospital Foundation – Thank you. (Pages: 16-17)
 - From the Hospital administrator: Casino Night funds were raised for the purchase of an ultrasound machine. With the funds raised and a benefactor the machine has been ordered.
 - School Sports Sponsorship - Thank you (pages: 18-19)

NEED VOTES ON THESE

- Oakes Archery Club:
 - **M(Bagley)S(Schnell)P: to donate \$3000 from the Charitable Trust account for students to attend National's in Utah. 21 will be competing.**
- Bear Creek Roughriders.
 - **M(Thompson)S(Peterson)P: to donate \$500 for their Irrigation Days Rodeo with funds from the Charitable Trust account.**
- Dickey County Fair – sponsorship (pages: 20-21)

- **M(Schnell)S(Peterson)P: to donate \$500 to the Dickey County Fair. Funds from the Charitable Trust Account.**
 - CGAND (pages: 22-23)
 - No action taken.
 - CD at BankNorth (page: 24) This CD will mature on Friday April 14, 2023.
 - **M(Schnell)S(Bagley)P: to reinvest at BankNorth -- for their 11 month special rate quoted as 4.16 and perhaps they can go a bit higher. Those who can sign on behalf of OEI remain the same: Schnell, Thompson, Hill, Zetocha and O'Brien.**
 - Bank of North Dakota – Shadow Lanes (page: 25)
 - **M(Bagley)S(Schnell)P: to pay ahead at the rate of \$5000 with payoff of the note next year. (2024)**
 - Oakes American Legion –
 - **Contingent upon the Oakes American Legion sponsoring the community Fireworks a motion was made by Bagley S(Schnell)P: to donate \$1000 from the Charitable Trust Account –**
 - NOTE: with the passing of Tim Kelly – OEI did not know if this would be taking place this year – hence the contingency.
- **Treasurer's report:** See above.
- CD's at Starion purchased.
 - They will be picked up. They have been put into the computer.
 - Hometown Housing dollars– The city will be used as a pass through.
 - Otter Tail Power needed city government or 501C3 for the flow of the check. It has not been received as of today. The City agreed to allow use as a pass through for these funds.
 - Shadow Lanes and the interest buydown: see above in correspondence. (Page: 25)
 - With \$5000 being paid this year – the balance should be paid next year.
 - Signatories on Gaming Expense checking account: On hold.
 - CD at Bank North -- need a vote: see above in correspondence. (Page: 24)
 - See above for action.

➤ **Gaming**

- Bill of Sale for Mr. Ed's for the gaming machines - \$1500 each for three machines to total \$4500 – have not received a check.
 - The secretary will call them again to check on the status of the \$4500 check.
- Note Gaming profit and loss from treasurer's report (page: 12)
 - Large loss due to the donations made – including the \$50,000 to the fire department.
- Gaming
 - Checked with Brenda Schmitz and she stated she is more of the tax preparer than reviewing the paperwork and vouchers. For OEI, the manager is in charge of the tax prep.
 - Work will continue on defining jobs.
- Gaming Application Request Funds:
 - Dickey County Fair -- see above.
 -

Dustin had to leave the meeting at 7:40am

➤ **Business item**

- OEI Parking lot – ownership—rent—sell. See above comments.
 - This should be tabled until after Irrigation Days
- Gym equipment
 - Bill of Sale sent to Schmit, and it met his approval – transaction amount \$3 total for the three pieces of equipment. The check has been deposited and I would imagine it has cleared the bank.
- Tiny Tornadoes updates
 - No current update – still need to hire a cook so the current cook will be free to work with the students.

- Chamber updates:
 - Focus is on Irrigation Days
 - Calls received – people wanting to move and checking out the availability of daycare.
- Other

- **Economic Development Directors Report: Undem:**
 - Report: (page: loose)
 - Economic Development report
 - Undem was not available to attend this meeting.

- **Were these things voted upon: Yes – see above**
 - **Dickey County Fair request for funds**
 - **CGAND - membership**
 - **CD at Bank North**
 - **Bank of ND – Shadow Lanes**
 - **Bear Creek Roughriders**
 - **Archery Club**
 - **Legion Fireworks**

- **Ongoing business to discuss if necessary.**
 - Fine Tuning on the BUMP Application and rules: tabled

For the good of the order

- **Next meeting: May 4, 2023 --a week early.**
- **Parking lot on hold for a few months**
-

There being no further business the meeting adjourned at 8:15am.

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.
PO Bos 365
Oakes, ND 58474

April 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Casey Cofell has a new duct-cleaning business; meeting with him (it was rescheduled 3 times due to weather)

New Business Development:

1. Gevo - no updates
2. Dr. Rath's - Tiffany has reached out to start discussing marketing/messaging to the community about this upcoming change
3. The Bakery Shoppe - opened last month!!

Opportunities:

1. Main Street apartment renovation project

2023 Key Priority - Housing:

1. HTH
 - a. Had to reschedule employer visits for April 19
 - b. Encourage the entire board to attend and to invite city council members, too.
 - c. The more people we can get to sit down with these guys when they're here, the better.

Other Activity

Local:

- Community Puzzle project - on display at GST during Chamber hours
- Met with a young family of 5 from Mandan interested in moving to Oakes; she's applying for the position at the NDSU Research site
- Rural Mastermind start date got pushed twice; finally decided to just start in April
- Main Street Park fundraising is underway and starting out successfully

Regional:

- Attended Dakota Resources Advisory Council meeting in Pierre SD last week (opportunities for bringing events to Oakes)
- Lisbon has reached out about partnering together on an event prior to Mother's Day
- Attended SE Region Economic Developer's meeting on March 28
- Was featured on WDAY radio promoting Oakes and small-town living

State:

- ND Commerce Department Tourism and Travel Conference May 15-17 in Bismarck



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: May 4, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present : Zetocha, Maier, Schnell, Bagley, Hill

Director Absent: Thompson, Peterson, Forward

Advisory/employee: Undem, N O'Brien

Guests: Gaming Manager: Cofell, 3 HOSA students and their advisor

Visitors:

Treasurer John Zetocha called May 4, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center with five directors and two advisory members in attendance along with five guests.

Guests were welcomed and thanked for attending.

➤ **Guest:**

- HOSA Students: Three HOSA students were present to request gaming funds as they head to Nationals.
- Casey Cofell: Cofell presented his business fund application.
- Amanda Nash: Corner C-Store BUMP Application: Amanda was not able to attend. Undem answered questions on her behalf.
- HMC representatives were unable to attend.
- Carol Oster: Gaming Manager was unable to attend.

➤ **Secretary's Report:**

- Any comments on Secretary/Treasurer's reports. Upon review they were received for filing
- Correspondence:
 - Board Letter: The secretary read a note from Thompson stating due to new roles at her work she will be unable to fulfill her term on the board.
ACTION: M(Schnell)S(Hill)P: to regrettably accept the resignation. Thompson was a valuable resource and contributed much to the board during her terms. She will be missed.
 - The board voted on an appointment to fill the now vacant term of Thompson.
 - **M(Schnell)S(Bagley)P: to approve the appointment of Emily Ptacek to fulfill the term vacated by Thompson.**
 - Tax refund – not the Federal government

➤ **Treasurer's report:** See above.

- Hometown Housing dollars– The city will be used as a pass through. They were given the check and will turn over to OEI when able to release.

NEED VOTES ON THESE

- HOSA Students: **M(Hill)S(Schnell)P: to grant \$300 per student for the eight HOSA students attending the National Competition. Funds from the Charitable Gaming Account. (\$2400.00)**
- Casey Cofell Duct Cleaning: M(Hill)S(Bagley) to offer a \$6000 CD Secured Loan at the financial institution of his choice and also offer a 2% buydown on the interest. MOTION WITHDRAWN

- **M(Hill)S(Schnell)P: to offer a \$6000 CD secured loan at the financial institution of his choice and grant \$500 up front to assist with the interest on the loan.**
- Corner C-Store: BUMP: **M(Schnell)S(Maier)P: to approve the BUMP request from Corner C-Store.**
- Other

➤ **Gaming**

- Lots of dealings with the Attorney General's office - getting questions answered – getting all things reported correctly and corrected..... Learning
- **NOTE: going forward if we could require any request for gaming funds to be made on the Attorney Generals application form. It would greatly assist when answering questions concerning reporting to the AG's office.**
- Bill of Sale for Mr. Ed's for the gaming machines - \$1500 each for three machines to total \$4500 – have not received a check. The secretary will continue to call.
- Gaming
 - Work will commence once duties and job descriptions are established, however, the first order is working to get all paperwork correct and on track.
- Gaming Application Request Funds:
 - See above.

➤ **Business item**

- Industrial Park Land Purchase
 - Harris Manufacturing Company is looking to purchase land in the Industrial Park. The land they would like to purchase is Lot 6.. OEI is in an option to purchase agreement in place with Otter Tail Power on south three acres of lot 6.
- Tiny Tornadoes updates: None currently
- Chamber updates: Working on Irrigation Days and beautification of Main Street Park
- Other

➤ **Economic Development Directors Report: Udem:**

- Report:
 - Economic Development report

➤ **Were these things voted upon?**

- **HOSA Students**
- **Casey Cofell: Duct Cleaning**
- **Amanda Nash: Corner C-Store**
- **Other**

➤ **Ongoing business to discuss if necessary.**

- Fine Tuning on the BUMP Application and rules: tabled
- Parking lot on hold

For the good of the order

- **Next meeting: June 8, 2023**
- **Parking lot on hold for a few months**
-

There being no further business the meeting adjourned at 8:27am.

Respectfully reported,
 Audrey O'Brien, Secretary
 Oakes Enhancement, Inc. PO Box 365, Oakes, ND 58474

May 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Casey Cofell; applying today
2. Corner C Store; applying today
3. TJ Roney is planning to move back to the area
4. Bill Weisphenning - his building (both commercial leased space and apartment above)
5. Tayler Wolff - looking for a new space for her boutique prefer leasing a space as to building

New Business Development:

1. Gevo - no updates
2. Dr. Rath's - reached out again to start discussing marketing/messaging to the community: Communication has been slow. Udem continues to reach out. She is just finishing school coursework.

Opportunities:

1. Main Street apartment renovation project

2023 Key Priority - Housing:

1. HTH: Currently have 38 responses to the surveys and hoping for 100 – Udem would like to see 200 responses. With the responses what will be determined is the type of housing required to take care of current and future employment. Housing that would fit the needs of the community now and going forward.
2. Harris Machine expansion
 - a. May indicate the difficulty we'd have trying to recruit a larger employer to Oakes; our priority will continue to be housing AND quality of life initiatives—our ability to attract people here will matter more than anything over the next decade.

Other Activity

Local:

- Lindsey Novak (Mandan) is in negotiations for the position at the NDSU Research site; we'll get a new family of 5 in Oakes!
- Community Puzzle project - on display at GST during Chamber hours
- The Rural Mastermind program kicked off April 18
- Main Street Park fundraising is going wonderfully!

Regional:

- Lisbon - collaborating on a Mother's Day event

State:

- 1 ● ND Commerce Department Tourism and Travel Conference May 15-17 in Bismarck



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: June 8, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Ptacek, Forward, Schnell, Bagley

Directors Absent: Maier

Advisory/employee: Hoff

Guests: Carol Oster, FCCLA Students (Miller and Mugglie), Kausha Magill, Tiffany Larson

Visitors: Kausha Magill,

President Jeff Forward called the June 8, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center Meeting Suite with seven directors, four guests and one visitor present.

➤ **Guest: Taken in no particular order**

- **FCCLA presentation** (page: 14)
 - Miller and Muggli explained their trip to Nationals in Colorado. There are six students who are able to compete at the National level. Voting on their request for funds took place later in the meeting
- **Tiffany Larson = purchasing Dr. Rath's business**
 - Tiffany was on hand to explain her school process – and is now waiting for her state board scores to arrive. She will be working to open in the fall once all other paperwork is in order she will need to get insurance company compliance. She has purchased a house. Intends to do all the satellite clinics in the Rath network and work out scheduling kinks as she goes along.
 - Voting for support for this business adventure took place later in the meeting.
- **Carol Oster**
 - Carol is the gaming manager and stated all things are running smoothly. Paperwork is slowly coming into compliance and getting more proficient at filling it out and filing.
 - Lori Hoffman is working out great and filling in all the paperwork involved with making the deposits.
 - Hoffman would like to have additions to her cash bags in order to buy back vouchers from the bar without making deposits every two to three days.
 - Oster thought an additional \$2000 would greatly help.
 - The board would like some paper stating how many OEI Loan dollars are in place at the Last Shot.
 - Perhaps an exhibit A to the rental agreement. We need to have an amount on paper stating how much the “loan” is for. Currently \$8000 is the dollar amount ascribed to voucher payment at The Last Shot – they are responsible for these “Loan” dollars used to have to pay out vouchers and \$2000 for Hoffman to buy back the vouchers if not enough money in the machines.
 - **M(Schnell)S(Hill)P: to increase the dollars used to buy back vouchers from the Last Shot. Hoffman has charge of these dollars. The \$2000 increase would mean she is responsible for \$4000. \$2000 for each machine manufacturer – and OEI has Pilot and Grover games.**
- Magill was representing Bear Creek Roughriders and delivered 6 tickets to the rodeo. As the Chamber Manager stated it is Irrigation Days weekend.

➤ **Secretary's Report:**

- Any comments on Secretary (pages: 3-4-5) /Treasurer's reports (pages 6-11)
 - **M(Schnell)S(Bagley)P: to accept the Secretary and Treasurer's reports a printed.**
- Correspondence:
 - Thank you from the Archery Club (page 12)

➤ **Treasurer's report:** See above.

- Hometown Housing dollars– The city will be used as a pass through: Check received and deposited from OtterTail Power: \$10,000
- **NEEDs a vote**
 - Corner C-Store: BUMP – release funds – receipts received (Page 13)
 - **M(Peterson)S(Schnell)P: to release funds for the BUMP exterior for Corner C-Store**
 - The amount is \$5000. Following the meeting the check has been delivered

➤ **Gaming**

- Bill of Sale for Mr. Ed's for the gaming machines - \$1500 each for three machines to total \$4500 – Transaction completed – check received and deposited
- Note Gaming profit and loss from treasurer's report (No included as there are glitches in the report. Supplies are not being listed properly.) The secretary will check with Sheila at Ptacek Financial and get the situation back on track.
- Gaming
 - Continue to work on defining duties and job descriptions – but first work to get all paperwork correct and on track -- which is happening
- Gaming Application Request Funds:
 - FCCLA: (Page 14)
 - **M(Schnell)S(Zetocha)P: to fund the request of the FCCLA students at a rate of \$300 per student for a total of \$1800. Six students at \$300 each**
 - **M(Schnell)S(Zetocha)P: to decline all the requests listed below.**
 - Devils Lake Community College (Page 15)
 - North Dakota Association of the Blind (Page 16)
 - English Lutheran Congregation in Maxbass, ND (Pages 17-18)
 - Department of Veterans Affairs (Pages 19-20)

➤ **Business item**

- Tiffany Larson and Dr. Rath's business: John Z reporting
 - John Zetocha explained the difference in funding programs. He is working with Tiffany to get the best program in place to suit her business adventure.
 - **M(Schnell)S(Bagley)P: To offer a \$35,000 grant to Tiffany for her business start up noting that this is in lieu of an interest buydown.** It would either be a grant **or** interest buydown with the one working best to suit her needs. NOTE: Zetocha abstained from voting.
- Grand Theatre
 - In conversations with Jacob Bollum, he has indicated the Grand Theatre is for sale and he has a prospective buyer to continue to run it as a theatre.
- Industrial Park Land Purchase – OTTER TAIL POWER wanting to move up start date.
 - Paperwork has been received and agreed upon to allow moving up the date of starting work on the purchase of this land. Vculeks should be informed in August concerning the fact that this portion of land will be sold, and the lease will have to be updated.
 - Should talk to Harris Machine to see if they are interested in the extra land available in Lot 6 or the Oakes Industrial Park.
- Casey Cofell updates – Bruhn worked on this and will reach out to Casey
- Tiny Tornadoes updates: Peterson reporting
 - Things are going well at Tiny Tornadoes daycare. They have a fund raiser planned during Irrigation Days
- Chamber updates: Magill reporting

- Irrigation Days is this weekend. Check the posters for a line up of events.
- Other
- **Economic Development Directors Report: Undem:** Undem was unable to attend at this time
 - Report: (page: 21-22)
 - Economic Development report
- **Were these things voted upon---- all were voted upon during the meeting.**
 - Corner C-Store: BUMP – release funds – receipts received – see above action
 - FCCLA (See Gaming Requests)
 - Devils Lake Community College (see gaming requests)
 - ND Association of the Blind (see gaming requests)
 - English Lutheran Congregation in Maxbass, ND
 - Department of Veterans Affairs
-
- **Ongoing business to discuss if necessary.**
 - Fine Tuning on the BUMP Application and rules: tabled
 - Parking lot on hold

For the good of the order

- **Next meeting: July 13, 2023**
-

There being no further business the meeting adjourned at 8:10am.

Respectfully reported,

Audrey O'Brien, Secretary
 Oakes Enhancement, Inc.
 PO Box 365
 Oakes, ND 58474



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: July 13, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: Directors Present: Hill, Zetocha, Peterson, Maier, Bagley

Attendance: Directors Absent: Ptacek, Schnell, Forward

Advisory/employee: Hoff, N O'Brien, Udem

Guests: Rhett Miller (Eagle Scout)

Visitors: None

Treasurer, John Zetocha called the July 13, 2023 meeting off Oakes Enhancement, Inc. Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center meeting suite with five directors, three advisory, and one guest present. The agenda was received for approval.

Guests

➤ **Guest:**

- Rhett Miller (pages 3-9)
 - Miller presented a proposal to put pavers in the Main Street Park. This is a project of the Oakes Area Chamber of Commerce. Voting took place later in the meeting

➤ **Secretary's Report:**

- Any comments on Secretary (pages:10-12) /Treasurer's reports (pages: 13-20)
 - The reports were received for filing
- Correspondence:
 - Thank you from the FCCLA (page: 2 – with agenda)

➤ **Treasurer's report:** See above.

➤ **Gaming**

- Gaming
 - Continue to work on defining duties and job descriptions –
 - Paperwork and reports are falling into place and balancing
 - Extra voucher payback dollars voted on last month
 - These funds have been requested. The secretary will issue a check but needs clarification on who is responsible for these funds and how the check should be handled.
- Gaming Application Request Funds:
 - Miller's Eagle Scout Project
 - **M(Bagley)S(Peterson)P: to donate \$2500 towards this project with funds from the Charitable Gaming Account. As the project nears completion Miller will be able to request an additional amount.**
 - **M(Hill)S(Bagley)P: to allow \$1000 per year for flowers as long as the hanging basket flower project is in place. The Oakes Area Chamber of Commerce would just have to ask for a check for the current year's flowers. NOTE(Maier abstained from voting)**

➤ **Business item**

- Tiffany Larson and Dr. Rath's business: John Z reporting
 - Larson has decided, along with her lead lenders, that a Flex Pace interest buydown loan would be a better option for financing her business than the outright grant.

- As per the motion in last month to approve an outright grant of \$35,000 in lieu of an interest buydown the interest buy down was a better option at this point for Larson.
 - **M(Hill)S(Peterson)P: to participate in an interest buydown with the Bank of North Dakota for the purchase of Dr. Rath's optometrist business by Larson. NOTE: Zetocha abstained from voting.**
 - Grand Theatre
 - The Theatre has been sold
 - Udem will speak with the purchaser of the business to make it known OEI is open to working with them on the equipment and dollars in the Dakota State Line Regional Account. Theatre funds raised locally are located in this account at BankNorth.
 - Industrial Park Land Purchase – OTTER TAIL POWER move up start date.
 - Vcukek's should be told of the sale of this property in August
 - A new lease will need to be drafted with the Vculeks
 - Casey Cofell updates –
 - A new CD was opened at First Community Credit Union to secure the loan for Cofell
 - The \$500 grant check will be issued to him about the time the first loan payment is due.
 - Tiny Tornadoes updates
 - New playground equipment has been added and they are working with Master Gardeners to develop the green areas of the playground.
 - Chamber updates:
 - Main Street Park is their big focus at the present time.
 - Other
- **Economic Development Directors Report: Udem:**
- Report: (page: 21)
 - Economic Development report
 - See report for details
- **Were these things voted upon?**
- Eagle Scout Project: Yes
 - Oakes Area Chamber of Commerce Request for hanging basket flowers: Yes
 - BUMP Application: was not ready to present
- **Ongoing business to discuss if necessary.**
- Fine Tuning on the BUMP Application and rules: tabled
 - Parking lot on hold

For the good of the order

- **Next meeting: August 10, 2023**
- PEO will be requesting use of the former city hall for their Escape Rooms. They know the business is for sale. We will work with them closer to the time
-

There being no further business the meeting adjourned at 8:33am.

Respectfully reported,

Audrey O'Brien, Secretary
 Oakes Enhancement, Inc.
 PO Box 365
 Oakes, ND 58474

July 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Dickey County Senior Center – BUMP: missing some paperwork – present next month
2. RentEase - writing APUC grant- grant not approved – this is an equipment rental business
3. Bill Weisphenning building: building for sale but not on the market
4. The Butcher Shop - writing a large USDA grant: \$150,000 is the amount of the grant.
5. Chamber - Main Street Park Project

New Business Development:

1. Gevo - no updates
2. Dr. Rath's - still underway

Opportunities:

Main Street apartment renovation project

2023 Key Priority - Housing:

1. HTH
 - a. Provided them with map of undeveloped lots; setting a meeting soon with City Council and OEI to discuss their proposed project
 - Date set for July 25th at 7am – Zoom meeting at Growing Small Towns – OEI and City Council
 - Need to set up a sub committee
 - Look into incentives the community could provide
 - What makes sense for an Oakes Pilot Project

Local:

- Utilized Nichole Nitschke as a bookkeeping expert for the Rural Mastermind program
- Hosted the Valley City group to present their findings from their Oakes visit for the Community Impressions program on June 27
- Chamber community gathering space has broken ground
 - Rhett Miller - presenting for Eagle Scout project

State:

- Hosted the USDA to review their programs and offerings

National:

- Talent Attraction Summit in Flint, MI
 - Look into creating a job position Housing/Relocation Specialist to assist people with moving to Oakes or in Oakes.
 - Who would own this position??



*Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365*

Oakes Enhancement, Inc, Board of Directors

Date: August 10, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

Directors Present: Hill, Zetocha, Maier, Forward, Schnell, Bagley

Directors Absent: Peterson, Ptacek

Advisory/employee present: J. Hoff, R Udem

Guests: D. Kenny, B Murphy

Visitors:

President Jeff Forward called the August 10, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7:03am. The meeting was held at the Oakes Community Center Meeting Suite with six board members, two advisory members, two guests and no visitors present. All were thanked for attending and guests were called upon.

Guests

➤ **Guest: Taken in no particular order**

○ Theatre: BUMP

- Kenny and Murphy were available to present and field questions
- Everyone is excited to see the completion
- Fund raising to take place on Saturday, August 12, 2023
- **M(Zetocha)S(Schnell)P: to approve participation in the BUMP program for the Theatre providing the requirements of the application are met. Voting to release the funds will take place when paid invoices are received.**

○ Senior Citizen Center: BUMP: Presented by Udem on behalf of Klein

- **M(Schnell)S(Bagley)P: to approve participation in the BUMP program for the Oakes Senior Citizen Center providing the requirements for the application are met. Voting to release funds will take place when paid invoices are received. Fund for this BUMP project are to come from the Charitable Trust Account.**

➤ **Secretary's Report:**

○ Any comments on Secretary /Treasurer's reports

- **M(Schnell), S(Bagley)P: to receive and file the reports as printed**

○ Correspondence:

- Economy Propane-- Keep it full/summer fill program
 - **M(Zetocha)S(Schnell)P: to go with the "Keep it Full" program**
 - O'Brien will check into the dollars spent in the last few years.
- Sheriff's department letter: National Child Safety Council
 - **M(Schnell)S(Maier)P: to send \$75 the same as last year with funds from the Charitable Trust Account**
- Verbal inquiry: Escape Room planning by PEO
 - **M(Schnell)S(Hill)P: to allow use of the requested three rooms, provided the building is not sold. Rental will be zero dollars and they carry the insurance on the event.**

➤ **Treasurer's report:**

- CD At BankNorth (tied to a CD secured loan)

- **M(Zetocha)S(Schnell)P: to renew the CD to match the remaining term of the loan or the max of 60 months.**

- **M(Hill)S(Schnell)P:** If the loan has been completed the CD should be invested at Bank North for the 7-month special of 5.06%.
- **Signing on behalf of OEI will be: Forward, Schnell, Zetocha, Hill, A O'Brien**
- Release funds for "The Edge" Exterior BUMP Project
 - **M(Schnell)S:Hill)P:** to release the BUMP funds for The Edge. Paid invoices totaled \$9,284 with the payout for the exterior BUMP project of \$3,250.
- **Gaming**
 - Updates and Job Description: All going well. The secretary has been checking in with both Carol and Lori to keep the lines of communication open.
 - O'Brien asked Paradis Law to re-send the promissory note taking out the part where insurance on the voucher payout cash should be carried by the Last Shot
 - Gaming Application Request Funds:
 - Dickey County Sheriff's Department – National Child Safety (See above voting)
- **Business item**
 - Selection of a Vice President: Forward will speak with Ptacek concerning this position
 - Proposed updates to BUMP Application
 - Matt Hill worked on tweaking the application
 - **M(Zetocha)S(Bagley)P:** to accept the changes as proposed.
 - Tiffany Larson (interest buydown plans being finalized and signed – will release a check when amount is firm) Other avenues of funding are being pursued. Article about Tiffany in the Oakes Times
 - Industrial Park Land Purchase – OTP offered to buy out the crop from Vculeks so they could begin work earlier than anticipated. The lawyers for each side are working through this process.
 - Tiny Tornadoes updates
 - Playground equipment has been purchased
 - The Oakes Times reported Tiny Tornadoes received a daycare award
 - Chamber updates: Pocket Park – pavers are installed, Working on Wine Walk event, Flowerpots are being taken care of
- **Economic Development Directors Report: Udem:**
 - Report printed – OEI housing emphasis, GEVO update, all else can be read in report
 - **Housing Meeting date: August 15, GST at 7am**
- **Did these things need a vote and was that taken care of earlier?**
 - BUMP: Sr. Citizen, Theatre, The Edge, updates to the application, CD at BankNorth
- **Ongoing business to discuss if necessary.**
 - Parking lot on hold: Put this on the market. Common consensus to list at \$55,000.
 - Maier will measure properties owned by OEI, pictures will be taken, and information put on the web site.

For the good of the order

- Next meeting: September 14, 2023

There being no further business the meeting adjourned at 8:40am.

Respectfully reported.
Audrey O'Brien, Secretary,
Oakes Enhancement, Inc.

August 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Dickey County Senior Center - BUMP
2. Bill Weispfenning building
3. The Butcher Shop - submitted
4. The Grand Theater - BUMP
5. Tiffany Larson - JDA proposal and wrote article for paper
6. RHR Construction - grants
7. OPS - grant connection
8. Chamber - Main Street Park Project
9. Oakes Mental Health Coalition - writing a grant from CHI
10. The Bakery Shoppe - exploring grants (needs ovens, roof, and updates)

New Business Development:

1. Gevo - no updates

Opportunities:

1. Main Street apartment renovation project

2023 Key Priority - Housing:

1. HTH a. Expressed my disappointment in this last meeting; they seem to be taking full responsibility for it and Jon and I are trying to determine dates for an in-person meeting next so they can share the results of the report and provide something more concrete

Meeting date: August 15, GST at 7am

Local:

- Hosted our annual bus tour –
- supported 5 nonprofits locally:
 - Senior Center,
 - Golf Club,
 - Opera House in Ellendale,
 - Oakes Ambulance, and
 - Oakes Mental Health Coalition
- Chamber community gathering space has broken ground: Rhett Miller's part of the project is complete!
- Earned a project to provide a virtual reality tour of Oakes - one of our bus riders owns a media company and offered this as a giveback from the experience



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: September 14, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

Directors Present: Hill, Zetocha, Maier, Forward, Schnell, Bagley, Peterson, Ptacek

Directors Absent:

Advisory/employee present: J. Hoff, R Undem

Guests:

Oakes Public School (Superintendent Sell, Business Manager Jepsen, Board Members: Heimbuch and Nagel. Brian Vculek and Katie Vculek. Dale Jensen. Tiny Tornadoes: Gramlow and Swanson

Visitors:

President Jeff Forward called the September 14, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center Meeting Suite with eight board members, two advisory members, nine guests, and no visitors present. All were thanked for attending and guests were called upon.

Guests

➤ **Guests: Taken in no particular order**

- Dale Jensen:
 - Jensen spoke on the classes he conducts at Oakes School as a dual credit course for students. **M(Peterson)S(Hill)P: to donate \$300 per student with three students currently enrolled in the class.**
- Mrs. Sell Oakes Public School:
 - Superintendent Sell went through the findings of a firm hired to assist with future projections, what needs getting done, projections and cost issues.
- Brian Vculek:
 - Brian Vculek and daughter were on hand wanting to purchase the south 257 feet of Lot 5 in the Industrial Park. **M(Hill)S(Bagley)P: to enter into a purchase agreement with the Vculeks for the South 257 feet of Lot 5 in the industrial park for \$60,000, contingent upon a survey.** Also, the access road is to remain a public access road.
- Tiny Tornadoes:
 - Tiny Tornadoes requested gaming funds to assist with repairs to the front façade of part of their facility. **M(Schnell)S(Bagley)P: to provide a 0% loan for the entire amount while other sources of funding can be obtained. This will allow for the work to proceed immediately. The loan will be paid back as additional funding sources are sought and the remaining balance could be absorbed by Oakes Enhancement, Inc.** NOTE: Peterson abstained from voting.

➤ **Secretary's Report:**

- Any comments_on Secretary (pages 2-4) /Treasurer's reports (pages 5-14)
 - There being no comments the Minutes of the August 2023 Board of Directors meeting the printed treasurers report were received for filing.
- Correspondence:
 - Sports letter from OHS (pages 15-20)
 - **M(Zetocha)S(Schnell)P: to sponsor all winter athletics at the stated rate of \$750.**
 - Friends of Fine Arts (page 21)
 - **M(Peterson)S(Hill)P: to participate in the programs of Friends of Fine Arts and Academics... at the Star level: \$100**

- Gaming reimbursement for overpayment (page 22): this is FYI
- Certificate of Insurance from PEO for their Escape Rooms (page 23): FYI
- A thank you was received from the National Safety Council and the Dickey County Sheriff's Department for the donation to the Child Safety Program
- **Treasurer's report:**
 - Reports not totally accurate due to some computer glitches. PFS will be asked to assist
- **Gaming**
 - Lori appreciates the extra \$2000. Fewer deposits for her to do.
 - Attachment to the rental agreement: Secretary to draft an attachment to the Rental Agreement stating the amount of gaming dollars loaned to The Last Shot.
- **Business item**
 - Tiffany Larson (interest buydown plans being finalized– will release a check when amount is firm)
 - Happening soon
 - Industrial Park Land Purchase – By Otter Tail Power
 - Report from Kardell Blumhardt – new abstract being built; papers will be reviewed with an anticipated closing date later in the month or early October
 - Tiny Tornadoes updates: Peterson:
 - Report was deferred to the gaming funding request presented by Gramlow
 - Chamber updates: Maier
 - Wine Walk and the Main Street Park are the current focus
 - UPDATE: **DSLRA**: working with the president Steve Dahlstrom.
 - Waiting for a response from Tom Farber – a board member from South Dakota
 - Comments, updates from the President
 - Need for a vice president
 - **The appointment of Bagley was unanimously approved**
- **Economic Development Directors Report: Udem: (page 24)**
 - Report printed – OEI housing emphasis
 - **M(Schnell)S(Bagley)P: to assist with reimbursement of travel expenses to the Main Street Summit in Watford City, ND, upon return with receipts.**
- **Did these things need a vote and was that taken care of earlier?**
 - Jensen,
 - school sports proposal
 - Friends of Fine Arts
 - Tiny Tornadoes
 - Vculek Land Purchase
- **Ongoing business to discuss if necessary.**
 - Parking lot on hold
-

For the good of the order

- Next meeting: October 12, 2023

There being no further business the meeting adjourned at 8:37am.

Respectfully reported.
Audrey O'Brien, Secretary,
Oakes Enhancement, Inc.

September 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Grand Theatre – access DSLRA funding?
2. OPS- recording interview about renovation
3. Chamber – Main Street Park Project
4. The Bakery Shoppe – exploring grants
5. Rentease – rewriting APUC grant/sent letter of inquiry to the state
6. Heartside Winery – consulting support
7. Oakes Ambulance Service – consulting support

New Business Development:

1. Gevo - no updates

Opportunities:

1. Main Street apartment renovation project

2023 Key Priority - Housing:

1. HTH
 - a. Subcommittee formed
 - i. John Z., John B., Cindy, Nick, and Rebecca
 - b. Call with HTH on 9-6 to set next steps
 - i. Rebecca to gather information from the city and set up next meeting with subcommittee and HTH
 1. Goal is to create a pilot project consisting of 4 single family units

Local:

- Hosted the Girl Scouts (Mallory Domine, Molly Sitzler, and Megan Miller) with their project teams; each taking a piece of the Main Street Park
- Hosting a USDA REAP meeting to determine interested parties
- Met with CHI on specific funding/programming for the Oakes Mental Health Coalition
- Working on hosting/coordinating a hiring workshop for local businesses

State:

- Main Street Summit: October 24 and 25 in Watford City, ND
 - Oakes will be featured due to the Be More Colorful team's video

Additional: Placer – Digital Data

Cost \$12,000 per year

Help determine workforce, leakage of residents, where and how to market Oakes.

No action taken on this proposal



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: October 12, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors: Hill, Maier, Forward, Schnell, Bagley

Directors Absent: Peterson (Omaha), Zetocha (Farming), Ptacek

Advisory/employee: Udem

Guests: No guests

Visitor: No visitors

President, Jeff Forward, called the October 12, 2023, meeting of the Oakes Enhancement, Inc, (OEI) Board of Directors to order at 7:05am. The meeting was held at Oakes Community Center in Oakes, ND. There were five Board Members present along with one advisory/employee. The agenda was set.

- **Guest:** No Guests or visitors
- **Secretary's Report:**
 - Any comments on Secretary /Treasurer's reports
 - **M(Schnell)S(Bagley)P: to receive and file the secretaries report as printed.**
 - Correspondence:
 - OtterTail Power: Letter explaining efficient use of electricity
 - Hill will investigate the electrical set up at the former City Hall.
 - Options included heater/AC units for the social service office, keep the other parts of the main building above freezing
 - Bagley will check on the heating in the garage
 - Starion CD's: O'Brien requested the mailing address be changed to the PO Box.
 - **M(Hill)S(Schnell)P: to renew both \$25,000 CD's at Starion for 7 months with an interest rate of 5.05 %**
 - Thank you from HOSA students : This was passed shared in the agenda
- **Economic Development Directors report was inserted here.**
 - Udem presented the BUMP applications from The Bakery Shoppe
 - **M(Schnell)S(Bagley)P: OEI will participate in the BUMP process for both interior and exterior projects for the Bakery Shoppe.**
 - See report for more details on additional items
- **Treasurer's report:**
 - **M(Schnell)S(Hill)P: to receive and file the Treasurer's report as presented.**
- **Gaming**
 - Request for gaming funds from Dale Jensen
 - Jensen submitted an application for gaming funds outlining some of the costs involved with the class

- **M(Bagley)S(Maier) P: to approve the gaming fund application from Jensen in the amount of \$1,100 for the class he is associated through Oakes Public School and area colleges. Funds from the Charitable Trust Account**
- Salary adjustments for the gaming employees
 - M(Maier)S(Hill)Failed; to increase wages for Oster to \$18 and Hoffman to \$16. MOTION FAILED
 - **M(Schnell)S(Bagley)P: to increase Oster’s salary to \$20 per hour and Hoffman to \$18,00 per hour.**
- **Business item**
 - Tiffany Larson (interest buydown plans have been sent in) Larson is open for business!
 - Industrial Park Land Purchase –
 - OtterTail Power purchase is ready for closing
 - Vculek land purchase is seeming at a standstill. No downpayment has been received.
 - With marker pins – it seems a survey would not be necessary
 - Tiny Tornadoes updates: work on the outdoor maintenance project has begun
 - Chamber updates: Maier:
 - Wine walk successful and brings in people from the surrounding communities
 - “Oh Deer” is their next promotion
 - City updates: Street Project is main priority.
 - UPDATE: DSLRA: working with the president Steve Dahlstrom.
 - Schnell will visit with Dahlstrom
 - Comments, updates from the President
 - It appears another building is being added to the research site
- **Economic Development Directors Report: Undem:** See report
 - Report printed – OEI housing emphasis
- **Did these things need a vote and was that taken care of earlier?**
 - Jensen,
 - Starion CD’s
- **Ongoing business to discuss if necessary.**
 - Parking lot on hold

For the good of the order

- Next meeting: November 2, 2023: Note – this is one week early. Thank you.

There being no further business the meeting adjourned at 8:10am.

Respectfully reported,

Audrey O’Brien, Secretary
 Oakes Enhancement, Inc.
 PO Box 365
 Oakes, ND 58474

October 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Oakes **PEO** - escape rooms
2. Riding for Dreams - consulting support
3. Chamber - Main Street Park Project - grant application + Girl Scout involvement
4. Hearthside Winery - consulting support re: the bridge project
5. Oakes Ambulance Service - consulting support
6. Ottertail Power - had a lead on a data mining company

New Business Development:

1. Gevo – no updates

Opportunities:

1. Main Street apartment renovation project

2023 Key Priority – Housing

1. HTH
 - a. Subcommittee formed
 - i. John Z, John B, Nick, Rebecca
 - b. They've received all the financial information they requested from the city and will set up a meeting with the committee soon

Local:

- USDA REAP meeting: 8 total organizations, including 6 businesses and 2 ag producers: I sourced and organization in South Dakota that will write these grants for us for free – I'll continue to work with our local business owners to determine interest
- Oakes Mental Health Coalition meeting: for the next year, this will become an initiative of GST to streamline funding opportunities and improve overall organization – we'll revisit in one year
 - Restructuring due to grant funding running out.
- Hiring Survey – available now – results will help us determine the workshop/expert to bring to Oakes. Please share the survey so the appropriate topics and experts are prepared to meet the needs in Oakes and the Oakes area.

State:

- Main Street Summit: October 24-25 in Watford City, ND



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: November 2, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Maier, Forward, Schnell, Bagley, Peterson, Zetocha, Ptacek

Directors Absent:

Advisory/employee: Undem, Hoff, N O'Brien

Guests: No guests

Visitor: No visitors

Vice President, Cindy Bagley, called the November 2, 2023, meeting of the Oakes Enhancement, Inc, (OEI) Board of Directors to order at 7:03am. The meeting was held at Oakes Community Center in Oakes, ND. There were seven Board Members present along with two advisory/employee. The agenda was set.

- **Guest:** No Guests or visitors
- **Secretary's Report:**
 - Secretary/Treasurer's reports: **M(Schnell)S(Hill)P: to receive and file the Secretary/Treasurers reports as printed.**
 - Correspondence:
 - North Dakota Veterans: common consensus to pass on this funding request but encouraged individuals to consider a donation
 - Starion CD: See below
 - Oakes Area Chamber of Commerce Membership:
 - **M(Zetocha)S(Schnell)P: to continue membership in the Oakes Area Chamber of Commerce at the organization rate of \$50. Maier abstained from voting**
- **Treasurer's report:**
 - CD's at Starion rolled over for 7mo at 5.05% -- maturity May 2024
 - CD Coming due at Starion -- \$43,223.63 was for 25 months
 - **M(Schnell)S(Hill)P: to invest in an 11month CD at the quoted rate of 5.24%. Zetocha abstained from voting. Those signing on behalf of OEI remain the same as with the most recent CD's.**
- **Gaming**
 - Salary adjustments for Hoffman and Oster perhaps at the end of the year – they were notified and are highly grateful. PFS has been notified to make the pay adjustments starting in January 2024
 - Paying PFS statements from the gaming expense account going forward in 2024
 - **M(Schnell)S(Peterson)P: going forward in 2024 to pay bills associated with gaming from the Gaming Expense account.**
- **Business item**
 - - Industrial Park Land Purchase –
 - OtterTail Power - I have not seen the money
 - Hoff will look into this transaction.
 - Vculek Land Purchase
 - Schnell will visit with Vculeks
 - Bagley will check into locating the pins to make sure the legal description of the land being purchased is accurate.

- Tiny Tornadoes updates: Peterson
 - Always looking for staff
 - Their board meeting is next week
- Chamber updates: Maier
 - Many activities are taking place, sponsored by the Chamber or community organizations.
- DSLRA update: Schnell
 - Schnell is in contact with Steve Dahlstrom the president of DSLRA
 - A meeting should be set up with the executive committee to restructure and allow the release of funds since the theatre funds were raised by a community group that no longer exists.
 - Udem will graciously set up a zoom meeting if needed.
 - Schnell will visit with Murphy's concerning the funds and how they are intended to be used.
 - Depending upon how the funds are used and released – legal documents should be drafted about what happens when the funds are depleted.
 - O'Brien will write an article – once decisions have been made.
- City updates: Bagley
 - The street project is the main focus.
 - There are water treatment plant issues
 - DARE is educating at the school and putting programs and alerts in place
- City Hall Project:
 - Hill has been investigating into the heat/cooling methods at the former city hall building.
 - Hoff will look into the billing and see if OEI is on the best plan for the space
 - Hill will keep on top of this to see if expenses can be reduced.
 - Currently the building uses propane and electric sources and seems to be on off-peak metering
- Comments, updates from the President: None at this time
- **Economic Development Directors Report: Udem:**
 - Report printed –
 - OEI housing emphasis
 - Meeting this morning at 8:30am
 - Relocation specialist for Oakes
 - Many issues were discussed on this concept
 - It is a good concept, but the details need to be worked out
 - Do not know how OEI should get involved with this – many options were discussed
- **Did these things need a vote or were they taken care of earlier?**
 - ND Veterans
 - CD at Starion
 - Paying PFS billings from the gaming account
 - Oakes Area Chamber of Commerce Membership
- **Ongoing business to discuss if necessary.**
 - Parking lot on hold

For the good of the order

- Next meeting: December 14, 2023
-

There being no further business Bagley entertained a motion (Schnell)S(Maier)P: to adjourn the business meeting at 8:20am

Respectfully reported,

Audrey O'Brien, Secretary
 Oakes Enhancement, Inc.
 PO Box 365
 Oakes, ND 58474

November 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Oakes Golf Course – grant support
2. Riding for Dreams – consulting support
3. Girl Scout – grant support
4. Hearthside – bridge funding

New Business Development:

2. Gevo – no updates
3. Lanie Awender – considering moving back to open an aesthetics business (skin care) – connected her to Bill W. for his Main Street building
4. Referral from Kaleb Sell – meet with her next week – unsure of the specific business yet

Opportunities:

2. Main Street apartment renovation project
3. Relocation Specialist – proposal attached – met with TJ Roney
 - a. This was discussed at length.
 - b. The concept is good but details on revenue sources need to be fine tuned

2023 Key Priority – Housing

2. HTH
 - a. Subcommittee meeting November 2, 8:30am
 - i. Prioritize lots and which project to build first
 - b. Committee: John Z, John B. Nick, Rebecca

Local:

- USDA REAP update: OtterTail can do pre-assessments to help business owners determine which upgrades to make – offered this to the businesses that were present at the meeting. These services would be offered to for-profit businesses. They would check lighting, heating and the like.
- Oakes Mental Health Coalition: survey available now to help set priorities
- Hiring Survey – 21 responses – now, we'll plan some training with an outside expert to focus on both recruiting and retention
 - Undem will check on the cost involved
 - Undem will devise a plan so the meetings are beneficial for all types and sizes of businesses
- Emily P. chosen to Rural ND Leadership Program

State:

- Main Street Summit: was postponed due to weather; reschedule hasn't yet been made
 - The Oakes video will be featured
 - I was nominated for Main Street Award
 - No rescheduled meeting has been planned as of this date. 11-2-2023.



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: December 14, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Forward, Schnell, Bagley, Peterson, Zetocha

Directors Absent: Maier, Ptacek

Advisory/employee: Udem, Hoff,

Guests: Bill Murphy & Daniel Kenny, Judy Hoffman

Visitor: No visitors

Call to order.

President Jeff Forward called the December 14, 2023, meeting of the Oakes Enhancement Inc. (OEI) Board of Directors to order at 7:02am. The meeting was held in the meeting Suite of the Oakes Community Center. There were 6 board members, 2 advisory/employee, 3 guests, no visitors present. The agenda had been set with only the mention of property tax papers that recently arrived.

➤ **Guest:**

- Bill Murphy – theatre equipment updates and requests
 - Funds remaining in the DSLRA account
 - Note -- \$330 of those funds should be returned to OEI as per Insurance payment reimbursement
 - \$500 payment to hold refurbished equipment has been sent
 - **M(Peterson)S(Bagley)P: to purchase the necessary refurbished projection equipment to be installed at the Grand Theatre.** The funds for this project are held in the DSLRA account at BankNorth.
- Hoffman:
 - Judy Hoffman of Hoffman Irrigation was present to request purchase of a parcel of land in Lot 6 behind their property. (The remaining land north of the property purchased by OtterTail Power. Approximately 4.17 acres at \$20,000 per acre.)
 - Hoffman Irrigation needs cold storage.
 - A building on the current property will be torn down and the vision of Hoffmans is to build a Gun Range.
 - **MSP: to enter into a purchase agreement for the land mentioned above.**
 - OEI is asked to write a letter to Harris Machine concerning equipment currently occupying part of this property.
 - Pins need to be located to ensure proper boundaries of the property on lots 5 and 6 in the industrial park. Forward will check with the city to see if they can locate the pins and mark for OEI.

➤ **Secretary's Report:**

- **M(Schnell)S(Hill)P: to receive and file the Secretaries report as printed**
- **M(Hill)S(Zetocha)P: to receive and file the Treasurers report as printed**
- Theatre article--- depends upon how the board wants to progress with the fund issue or leave that part of the article open ended
 - The secretary will re-work the ending of the article
- Correspondence:

- Oakes Area Community Foundation: **M(Hill)S(Schnell)P: to donate \$5000.00 to this organization with funds from the Charitable Gaming Account. NOTE: Zetocho abstained from voting.**
- America Cancer: This was put on hold in order to donate to the Dickey County Relay for Life during their next fund-raising event.
- Dickey County Property Tax papers were received and taken care of
- Registered agents for DSLRA and Oakes Enhancement, Inc. have been filed.

➤ **Treasurer's report:**

- OtterTail Power land transaction completed: Check received – see treasurer's report
- BUMP:
 - The Bakery Shoppe: Invoice received: need to vote to release funds – exterior
 - **M(Bagley)S(Schnell)P: to release funds for the Bakery Shoppe exterior BUMP project having met the requirements. Qualified amount was \$5000.**
 - Dickey County Senior Citizen's building: Awaiting invoice
 - Theatre: The Theatre owners are in the process of getting the paid invoices in order.

➤ **Gaming**

- Cindy Glander is interested in training as a backup person
 - **M(Bagley)S(Schnell)P: to pursue training for Glander once it is cleared with the gaming manager Oster and runner Lori Hoffman. A training wage of \$15.00 per hour will be paid provided the training is short in duration and all state requirement have been met – such as the background check. Oster is responsible for overseeing the training of Glander.**
- Funding Requests
 - American Cancer: See above
 - Oakes Area Community Foundation: See above
 - Relocation Specialist:
 - Udem presented the outline of duties and requirements for a relocation specialist.
 - The person would be paid from Growing Small Towns and would be under the supervision of the OEI Economic Development Director. See duties, responsibilities, etc. in the proposal.
 - **M(Bagley)S(Peterson)P: to accept the one-year commitment for the relocation specialist position at a rate of \$12,500 with funds from the Charitable Gaming Account.**

➤ **Business item**

- Theatre: all together: all taken care of earlier in the meeting
 - BUMP: need invoices
 - Equipment updates
 - Funds remaining in DSLRA account – after deductions: \$22,697.13
 - Article for the Oakes Times
- Tiny Tornadoes updates: Peterson
 - They have hired – and the person on maternity leave is scheduled to return after Christmas
 - Peterson noted 2 daycares recently closed and some had to cut back on their numbers due to staffing shortages.
 - Daycare needs to be addressed. It is a critical issue.
- Chamber updates: Maier
 - No updates at this time
- DSLRA update: Schnell
 - No updates at this time
- City updates: Bagley
 - City projects and issues: Streets, water treatment plant, police
- Old City Hall updates:
 - Hill continues to find all power areas and how to heat and cool the building more efficiently
 - Hill is consulting with Jeff Hoff of OtterTail.
- Vculek Land purchase updates: Schnell
 - No updates at this time

- Comments, updates from the President
 - No updates at this time.
- **Economic Development Directors Report:** Udem
 - Report printed: Reference the report
 - OEI housing emphasis: HTH and report from meeting
 - Rural Workforce Housing Grant
 - Relocation specialist for Oakes – see gaming funding requests above
- **Did these things need a vote and was that taken care of earlier?**
 - ✓ BUMP for The Bakery Shoppe
 - ✓ BUMP Dickey County Sr. Citizens
 - ✓ BUMP for Theatre
 - ✓ American Cancer
 - ✓ Oakes Community Foundation
 - ✓ Theatre Equipment – ending of the Theatre article
 - ✓ Relocation Specialist--
- **SPECIAL NOTES:**
 - Udem noted the school issues and the referendum that will be put before the people. She encouraged all to answer the survey that is available to complete online.
- **Ongoing business to discuss if necessary.**
 - Parking lot on hold
- **For the good of the order**

Next meeting: January 11, 2024

 - There being no further business the meeting adjourned at 8:52am.

Respectfully reported,

Audrey O'Brien, Secretary
 Oakes Enhancement, Inc.
 PO Box 365
 Oakes, ND 58474