



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

Oakes Enhancement, Inc, Board of Directors

Date: January. 9, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Ptacek, Moen, Forward, Schnell, Sitzler

Advisory/employee: Hoff

Guests:

Visitors: Bagley

President Jeff Forward called the January 9, 2025, 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 8 board members, 1 advisory, 0 guests, 1 visitor in attendance. Forward reminded the board of the CATCH meeting scheduled for January 22, 2025 -- 12 pm at Growing Small Towns.

- Guests: There were no guests. Bagley will present later in the meeting.
- Secretary Report
 - **M(Schnell)S(Peterson)P: to receive and file the Secretary's report as printed.**
- Treasurer
 - **M(Hill)S(Schnell)P: to receive and file the Treasurer's report as printed.**
 - CD due: 01-03-2025 at Starion \$50,000 – currently 11 months at 4.59 (page:15)
 - **M(Schnell)S(Peterson) failed.**
 - **M(Hill)S(Moen)P: to roll over the CD for 11 months at 3.99 -- Zetocha abstained**
 - CD at FCCU voted on last month to roll over 11 months at 4.20 – and they will let me know if the interest rate changes drastically.
- Correspondence:
 - Christmas greeting from FCCU staff
 - ND EMS Association
 - Welcome House
 - Oakes Community Hospital Foundation
 - Additional Correspondence
 - Ellendale Chamber of Commerce sent a membership application. No action was taken and died for lack of a motion. The Membership investment letter was taken by Moen for review..
 - Gaming Alliance. The Secretary will consult with gaming managers to see if it is beneficial to belong to this organization
- **Gaming**
 - Gaming Fund Requests:
 - ND EMS Association: Died for lack of a motion
 - Welcome House: Died for lack of a motion
 - Oakes Community Hospital Foundation
 - **M(Sitzler)S(Schnell)P: to invest at the \$2500 level with funds from the Charitable Gaming account. Peterson abstained**
- **Business item**
 - Business funding requests
 - Triple M Taxidermy: No updates at this time
 - Tiny Tornadoes updates: Peterson: All is going well.
 - Oakes Housing Partners: Hill/Zetocha - showings continue on a limited basis and there is interest

- Chamber updates: Moen
 - The annual meeting was held, and new board members include: J Savey, B Jorgenson, and welcome back K Gebhardt. Annual events are being planned and hoping to add at least one more to the roster which includes things like, Wine Walk, Irrigation Days,
- DSLRA update: Schnell -- Oakes Bowling Association received a \$2500 donation and has been deposited
- City updates: Sitzler -- Soon to hire a new police officer
- Comments, updates from the President: Forward
 - Business concerns from past meetings
 - ND Water Resources paperwork: submitted but have not heard back
 - Old Business: Land east adjacent to Economy Oil - continues to wait for a response
- **Economic Development:**
 - Relocation Specialist position discussions -- need to write a check for \$11,000 to the Chamber - this was done and will be given to the Chamber today
 - Update concerning ED position and job description – advertising and applications
 - Ptacek reported the position has been advertised and will add an announcement in the Oakes Times
 - Checking on progress of demo of North 11th Street property: Hill -- the weather is not cooperating to get this accomplished
- Bagley presented
 - Attended meetings at the state and there are state incentive programs that could help with gap financing on housing projects
 - She has looked into Block Grants, League of Cities opportunities,
 - I would like to see the Oakes Housing Association reinstated as they are a not-for-profit organization
 - County Commissioners voted to move forward with the Red River Valley water project at 4CFS
 - Would letters of support be a good thing?
 - Bagley is looking for permission to move forward on some economic development issues but does not want to step on toes or take on something that someone is already looking into. (Bagley and Ptacek are going to visit as Ptacek will be attending some state meetings soon)
 - Man Camps for the summer -- 500 people coming for applied digital this summer
 - Contractors of Applied Digital are housed in many surrounding communities
 - Mertz Lumber – Bagley is looking at options
 - FYI: Cindy has signed a purchase agreement with Dickey County Transportation to purchase the former city hall building for \$45,000. The sale will be finalized on June 1, 2025.
 - Looking to reinstate the building/lot as tax exempt (which is previously the designation)
- Ptacek mentioned a Rural Development Grant. She will check into this. The deadline for application is February.
- **Ongoing business to discuss if necessary.**
 - Parking lot on hold
- **For the good of the order**

Additional comments

Next meeting: Thursday, February 13, 2025

Annual meeting: Thursday, March 13, 2025

There being no further business: **M(Moen)S(Zetocha)P: to adjourn the meeting at 8:04am**

Respectfully reported,

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



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PO Box 365
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Oakes Enhancement, Inc, Board of Directors

Date: February. 13, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

Directors Present: Hill, Zetocha, Peterson, Ptacek, Moen, Forward, Sitzler

Directors Excused absence: Schnell

Advisory/employee:

Guests: Bagley

Visitors:

President Jeff Forward called the February 13, 2025, 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 board members, one guest, and no visitors present.

➤ **Guests:**

○ **Roney: BUMP Roney was unable to attend**

- Roney (the new owner of Quilter's Mercantile—formerly The Quilt Shop) presented an interior BUMP proposal.
- **M(Hill)S(Ptacek)P: to approve the BUMP request from Quilter's Mercantile. Funds will be paid when the paid invoices are received. Total amount: \$1,333.36**

➤ **Secretary/Treasurer/Gaming P&L**

- **M(Sitzler)S(Peterson)P: to receive and file the secretary's report as printed**
- **M(Moen)S(Sitzler)P: to receive and file the treasurer's report as presented.**
- **M(Sitzler)S(Zetocha)P: to receive and file the Gaming profit and loss for January 2025**

➤ **Treasurer business:**

- PFS is working on the tax return –close to completion and Forward will sign

➤ **Correspondence:** State and Local Tax Guide was made available if anyone wanted to go through it.

➤ **Gaming**

- Gaming Fund Requests: Later in the meeting under Tiny Tornadoes updates

➤ **Business item**

- Business funding requests
 - Triple M Taxidermy: None currently
- Tiny Tornadoes updates: Peterson
 - Enrollment: 9 with 3 being infants and they have had inquiries
 - Presented a gaming fund request for \$5033 to market the Daycare and hire accounting services
 - Would like to rebrand and rename the business -- perhaps a new name: Operating under Tiny Tornadoes
 - Web site and Facebook were talked about as advertising avenues – word of mouth is great
 - **M(Ptacek)S(Zetocha)P: to fund the request as presented along with building a website for an additional fee. The total to be paid from the Charitable Gaming Fund is \$8500. Peterson abstaining**
 - Board members from Tiny Tornadoes will be attending the March meeting to answer questions and present current financials
 - Enthusiastic employees desiring to make the business a success are essential.

- Oakes Housing Partners: updates – Hill/Zetocha
 - FYI: Transaction listing was shared with the board
 - There has been interest in the house, however with temperatures in the double digit below zero – no one is thinking of moving
- Chamber updates: Moen
 - There will be an official park opening and dedication in the summer
 - 4 music events will take place during the summer – teamed up with Active Arts Club, Inc.
 - Irrigation Days is the main focus – additional and new food vendors, Semi-Pro rodeo
- DSLRA update: Schnell
 - None at this time as Schnell was unavailable
- City updates: Sitzler
 - Chad Raatz is the City Supervisor
 - The city of Oakes will not be participating in the Red River Valley water project – but the county is, and the City of Oakes will participate as a part of the county
- Comments, updates from the President: Forward
 - Business concerns from past meetings
 - ND Water Resources paperwork: They are working on this –
 - Advised to not cancel the water permit
 - **NOTE:** *In a conversation with Chris Colby at Water Resources following the meeting:*
 - Still looking into this matter – much has to do with the point of diversion and who has vested interest in the permit
 - I have his direct line and if someone would like to visit with him, that would be wonderful
 - Old Business: Land east adjacent to Economy Oil
 - Many calls with no response
- **Economic Development:**
 - **Bagley:**
 - Bagley is following ND government bills dealing with Regional Councils and eminent domain
 - Applied Digital and transmission lines – eminent domain
 - **Ptacek:** Rural Development Grants: no report at this time
 - Updates on CATCH program: no updates currently
 - Some on the board have seen bad press on this program
 - Update concerning ED position and job description – applications and interviews
 - **Committee formed:** Ptacek, Peterson, Forward
 - Keep in mind the demolition of North 11th Street property
- **Ongoing business to discuss if necessary.**
 - Relocation Specialist position - keep in mind
 - Parking lot on hold
- **For the good of the order**
 - Additional comments**
 - Zetocha reported a flex pace interest buydown on Mertz Lumber purchase will be presented in March
 - The Legion building has been sold
 - Next meeting: Thursday, March. 13, 2025**
 - Annual meeting: Thursday, March 13, 2025**

There being no further business: **Motion to adjourn the meeting at 8:07am**

Respectfully reported,
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Oakes Enhancement, Inc. (OEI)

2025 Annual Meeting

Thursday, March 13, 2025

7:00am

Oakes Community Center Meeting Suite

Present were six board members, one advisory board member, Ptacek, Gramlow and Bagley.

Vice President, Matt Hill, called the Annual meeting of Oakes Enhancement, Inc. to order at 7am. He thanked the board members for their service and all visitors for attending. He then called upon Toni Ptacek of Ptacek Financial Services to give her report

Ptacek covered the financial actions of OEI for the past fiscal year and fielded any questions on clarifications. Hill thanked Toni Ptacek and her staff for all the excellent work they do for OEI throughout the year.

Hill again, thanked the board members for 2024 – and noted there are changes for 2025

- Board Members
- 2024 Board Members: President Jeff Forward
Vice President: Matt Hill
Treasurer: John Zetocha
Board Members:
Alison Peterson
Gary Schnell
Matt Hill
Heather Roney (Chamber Representative)
John Bakke (City Representative)
Advisory: Jeff Hoff –Mayor N. O'Brien, and as needed Zasha Johnson, Toni Ptacek
Economic Development Director: Growing Small Towns
- Two board positions were up for election.
 - **M(Schnell)S(Moen)P: to cast a unanimous ballot electing Matt Hill and John Zetocha.**
- Charitable trust:
 - Checks were signed for the Oakes Swimming Pool as per the standing rule of \$100 per month as long as OEI is involved in profitable gaming and \$50 per thousand dollars of net profit.
- Presidential comments: New to the board are the two listed below noting that Mayor Sitzler did join midway through in 2024 replacing John Bakke as the City of Oakes representative.
 - Welcome **Haley Moen** as the new Chamber Representative and **Mayor Doug Sitzler**, representing the City of Oakes

M(Schnell)S(Peterson): to adjourn the annual meeting at 7:17 am

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Oakes Enhancement, Inc, Board of Directors

Date: March.13, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: Directors Present: Hill, Zetocha, Peterson, Ptacek, Moen, Schnell

Excused Absent Directors: Forward, Sitzler

Advisory/employee: Hoff

Guests: Toni Ptacek, Virginia Gramlow, Cindy Bagley

Visitors:

Vice President Matt Hill called the March 13, 2025, meeting of the Oakes Enhancement, Inc. (OE) Board of Directors to order at 7:19am. The meeting was held at the Oakes Community Center meeting suite with 6 board members, 1 advisory, 3 guests and no visitors present. Guests and visitors were welcomed.

➤ **Guests:**

○ **Tiny Tornadoes: Virginia Gramlow**

- Gramlow presented a funding request to maintain Tiny Tornadoes going forward.
- Their enrollment is at 9 and steady. They also have a drop in
- No financials as the tax off is tied up until the middle of April
- Rebranding: New name: Main Street Little Learners
- Working on publicity, logo, layout of the building, hoping for an open house when logo, publicity, signage, website and etc. are completed
- Vote taken below on the requested \$15,000 for operating costs
-

➤ **Secretary/Treasurer/Gaming P&L**

- **M(Zetocha)S(Moen)P: to receive and file the secretary's report as printed**
- **M(Moen)S(Schnell)P: to receive and file the treasurer's report as presented.**
- **M(Schnell)S(Zetocha)P: to receive and file the Gaming profit and loss for February 2025**

➤ **Treasurer business:**

- Setting up auto payments to the city for the 3 properties
 - **M(Zetocha)S(Peterson)P: to set up auto payments with the City of Oakes for the utilities on the lots owned by OEI.**

➤ **Correspondence:**

- The Stray Sanctuary – gaming fund request

➤ **Gaming**

▪ **Gaming Fund Requests:**

- The Stray Sanctuary
 - This request for funds died for lack of a motion.
- Tiny Tornadoes: Following much discussion action taken
 - **M(Moen)S(Peterson)P: to fund \$5000 from the Charitable Gaming Trust account on a month-by-month basis reconsidering/reviewing each month while data is being collected, allowing the board to make informed/sound decisions.**
 - Moen suggested not dissolving the Board of Tiny Tornadoes
 - TJ Roney as the Relocation Specialist will check with existing daycares to see their availability to accept children or are they at capacity.

➤ **Business item**

- Flex Pace loan: Zetocha presenting
 - Zetocha did not have all the information gathered for a Flex Pace loan for Frontier Lumber -- Mertz Lumber being purchased by Cindy Bagley.
 - It was decided to have a special meeting when the figures are accurate and in place.
- Business funding requests
 - Triple M Taxidermy: No further information at this point
- Tiny Tornadoes updates: Peterson – above with Gramlow: Reported above
- Oakes Housing Partners: updates – Hill/Zetocha
 - OHP meeting: Market in Ellendale for people to sell their homes and move to Oakes, therefore, freeing up homes in Ellendale
 - Holding on the price for the time being
 - It is on Facebook sites
- Chamber updates: Moen
 - Irrigation days the focus
 - Music in Union Park has been arranged for Thursday's in warmer weather
- DSLRA update: Schnell
 - No update at this time
- City updates: Sitzler
 - Sitzler was unavailable for the meeting

Zetocha left the meeting at 8:27am.

- Comments, updates from the President: Forward
 - Election of officers for 2025 until April meeting
 - Wind energy meeting
 - There is interest in having a meeting. Look for updates on the status of a meeting
 - Casino night tickets
 - 6 tickets are available
 - Update on BUMP for Quilter's Mercantile
 - TJ Roney: Since the original presentation to the OEI board, it was decided to turn storage space into retail space so additional carpet would be added to the bids presented last month.
 - Business concerns from past meetings
 - ND Water Resources paperwork: Communicated with C Colby: remains on hold
 - Old Business: Land east adjacent to Economy Oil : no update at this time

➤ **Economic Development:**

- Bagley:
 - Housing is an issue for Ellendale and the employees from Applied Digital
 - New wind towers being thought of - South of Ellendale. They could bring in 300-500 employees and there are no restrictions on how far away they live.
 - Mention was made from Moen on road paving leading to Applied Digital
- Ptacek: Rural Development Grants - deadlines were in February
- ~~Updates on CATCH program – should this be removed from the agenda~~
- Update concerning ED position and job description – **applications and interviews**
 - Communication was made with Bagley stating they were not considering the application at this time as they wanted to wait for someone with the guidelines they advertised.
- Keep in mind the demolition of North 11th Street property

➤ **Extra business**

- **M(Peterson)S(Schnell)P: Reinvest a CD at First Community Credit Union. 11 month at 4.00%**
- Ptacek shared the Oakes App Data sheet was shared with the group

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

- Relocation Specialist position - review in May --
- Parking lot on hold

- **For the good of the order**
- **Casino Night Tickets -- tickets were made available**
 - **Additional comments**
 - **Next meeting: Thursday, April 10, 2025:**

There being no further business: **M(Schnell)S(Ptacek)P: to adjourn the meeting at 8:45am**

Respectfully reported,

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