



*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, Pfacek, 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 11<sup>th</sup> 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



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

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 11<sup>th</sup> 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,  
 Audrey O'Brien, Secretary  
 Oakes Enhancement, Inc,  
 PO Box 365  
 Oakes, ND 58474



*Oakes Enhancement, Inc.*  
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*Oakes, ND 58474-0365*

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**

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.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 11<sup>th</sup> 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,

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: April. 10, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

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

Schnell arrived at 7:30am

Advisory/employee: N/A

Guests: DECA Students and advisor Jeff Miller  
HOSA Students and advisor Cary Wertz  
BUMP for Good Sam: Pattee Bergh  
BUMP: Jessica and the Legion  
Oakes Food Pantry: Move to May

Visitors: Schaefer, Bagley, Magill

President Jeff Forward called the April 10, 2025, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors (BOD) to order at 7:02am. The meeting was held at the Oakes Community Center meeting suite with 8 board members, several guests and 3 visitors present. Guests and visitors were welcomed.

➤ **Guests:**

- Deca Students: the DECA student presented a request for gaming funds to attend National competition in Orlando, FL. 4 Students and Mr. Miller were at the meeting
- HOSA Students: 3 HOSA students presented: stating 6 students will be competing at Nationals in Nashville.
- BUMP: Good Samaritan Center BUMP proposal was reviewed.
  - BUMP (American Legion): The interior and exterior BUMP projects were reviewed .

➤ Secretary: **M(Moen)S(Sitzler)P: to receive and file the minutes of the 2025 Annual meeting, March Board meeting and Special meeting as presented.**

➤ Treasurer: **M(Hill)S(Zetocha)P: to receive and file the 2025 March Treasurer's report as printed.**

➤ Gaming P&L: **M(Peterson)S(Ptacek)P: to receive and file the gaming Profit and Loss as printed.**

➤ Treasurer business:

- Release of funds for Quilter's Mercantile: **M(Ptacek)S(Zetocha)P: to release the BUMP interior project funds as receipts were submitted and approved.**
- A CD was coming due at Starion – this was handled under the president's business but will put the results under the Treasurer heading
  - **M(Schnell)S(Sitzler)P: to let the CD roll over to another 7 month CD with the quoted interest rate of 4.11%. Zetocha abstained from voting.**

➤ Correspondence: None to report at this time.

➤ **Gaming**

▪ Gaming Fund Requests:

- DECA & HOSA: M(Sitzler) to fund the students at \$600 each – died for lack of a second
- DECA & HOSA: **M(Hill)S(Ptacek)P: to fund the DECA and HOSA Students at \$500 per student with funds from the Charitable Trust Account.**
- Stray Safe Inn: Died for lack of a motion

- From the President's report

- **M(Schnell)S(Ptacek)P: to fund the gaming request from Bear Creek Roughriders for their Irrigation Days Rodeo at \$1500 with funds from the Charitable Trust Account.**
- Their request has increased due to this year being a sanctioned rodeo.

➤ **Business item**

- BUMP voting
  - Good Samaritan Center
    - BUMP: Good Samaritan Center BUMP : **M(Hill)S(Zetocha)P: to participate in the proposed project. Release of funds will take place when the paid invoices have been received and the BOD votes approval.**
  - American Legion: Interior and exterior
    - BUMP (American Legion): . Mention was made OEI does not fund equipment which can be removed from the building. Quant communicated – the interior remodel has been mainly sourced locally. Those invoices will be submitted. **M(Sitzler)S(Moen)P: to participate in both the interior and exterior projects submitted. Release of funds will take place when paid invoices have been received / reviewed and BOD votes approval.**
- Flex Pace loan: Zetocha Completed
  - Frontier Builders Supply should open on Monday, April, 14, 2025.
- ~~Business funding requests~~ ~~Remove from the agenda~~
  - ~~Triple M Taxidermy: any updates~~
- Tiny Tornadoes updates: Peterson
  - Peterson emailed a report to the Board of Directors
  - **M(Hill)S(Sitzler)P: to suspend the \$5000 month by month April funding at the request of the Main Street Little Learners.**
- Oakes Housing Partners: updates – Hill/Zetocha
  - Sonia Meehl will be taking over the bookkeeping going forward. All files will be made available today for Meehl to pick up. Audrey purchased a thumb drive and backed up the OHP QuickBooks file so Meehl can put on her computer.
  - **M(Schnell)S(Ptacek)P: to allow Zetocha and Hill to negotiate on behalf of OEI for adjusting pricing and incentive programs (ie—no gutters so there would be a decrease incentive in the pricing.....)**
- Chamber updates: Moen
  - Irrigation Days plans are under control
  - Band/Music has been lined up for Union Square Park performances
  - Conversing concerning the influx of people for Applied Digital
  - The Oakes App has been proving successful
  - As per the Relocation Specialist: Data the specialist has gathered was reviewed by Moen. It appears there are 20 new individuals in Oakes -- younger, singles mainly
- DSLRA update: Schnell
  - No updates at this time
- City updates: Sitzler
  - No updates as of now
- Comments, updates from the President: Forward
  - **Election of officers for 2025**
    - **M(Schnell)S(Sitzler)P: To cast a Unanimous ballot was cast for each individual to remain in their position. Forward as president, Hill as Vice President and Zetocha as Treasurer.**
    - **Ptacek-yes, Peterson-yes, Moen-yes, Schnell-yes, Zetocha-yes, Hill-yes, Sitzler-yes: motion carries.**
    - A roll call vote was taken as some of the above mentioned individuals have served their two terms so in order to stay close to the By-Laws a vote by each member to make the voting assembly aware that this is not in compliance but under the circumstances necessary. They encourage change of leadership and that is preferable but sometimes not possible. The bylaws should be changed to comply to this situation.

- CD at Starion – this was handled under the President’s report – but recorded in Treasurer business.
- Funding request from Bear Creek Roughriders was discussed under Presidential business and recorded under Gaming Fund requests.
- Wayne Doty of M&W Well Drilling wants to purchase the remaining parcel of land in the Industrial Park. He is in need of land to move his business from its current location. Land is Parcel 5 minus the south 257feet which is owned by Brian/Cole Vculek. Approximately 4.13 acres. Purchase price is \$82,600.
  - **M(Ptacek)S(Schnell)P: to move forward with the purchase. Paradis Law will be brought on board to handle the paperwork.**
- Wind energy meeting: Bagley has attended meetings. No movement presently
- Business concerns from past meetings
  - ND Water Resources paperwork: Communicated with C Colby; Still waiting to hear from them
  - Old Business: Land east adjacent to Economy Oil: Calls and messages – no response

➤ **Economic Development:**

- Ptacek:
  - Ptacek reported on ROOT. Grant funding program for businesses. She later sent an email to board members describing the program
- Update concerning ED position and job description – **applications and interviews**
  - No new applicants at this time
  - Ptacek will go on Mid-Week focus and check into ads over KDDR
- Keep in mind the demolition of North 11<sup>th</sup> Street property
  - Demo has begun and could be complete.

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

- Relocation Specialist position - review in May –
  - Moen reported TJ Roney might not take on this position any longer.
- Parking lot on hold

➤ **For the good of the order**

- **Additional comments**
- **Oakes Food Pantry to present in May**
- **Next meeting: Thursday, May 8, 2025**

ADDITIONAL NOTE

Robert Schaefer was inquiring about the 104 North 11<sup>th</sup> Street property but he was not on the agenda and therefore could not be addressed. Schaefer has been stopping in to see Ptacek at her place of employment and has contacted Hill as well. As per guidance in addressing issues – There was interest in the property prior to Schaefer’s interest last fall. That party will be contacted. It is intended to put up a house on that lot. Different incentives could be drafted such as refunding purchase price of the lot – which was set at \$10,000 (as it is a more desirable residential lot) if there is a house on the property within a year or so. This is the intended use of the property.

There being no further business: **M(Ptacek)S(not required)P: to adjourn the meeting at 8:20 am**

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: May. 8, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance – all directors present: Hill, Zetocha, Peterson, Ptacek, Moen, Forward, Schnell, Sitzler

Advisory/employee present: Hoff

Guests: FCCLA, Tiny Tornadoes, Interest in lot to move in house, RUMP(Meehl), Robert Schaefer  
Visitors:

President Jeff Forward called the May 8, 2025, meeting of the Oakes Enhancement, Inc. Board of Directors to order at 7am. The meeting was held at the Oakes Community Center meeting suite. There were 8 board members, one advisor and 7 guests present. The guests were welcomed and called upon to start the meeting.

➤ **Guests:**

- FCCLA Students and Advisor
  - 12 students will be attending the National Learning Conference/Competition in Orlando in mid-June.
  - These are exceptional individuals who are outstanding in their given areas.
  - Voting to take place later in the meeting
- Oakes Food Pantry (move to June meeting)
- Tiny Tornadoes
  - Virginia Gramlow presented the latest financials for Tiny Tornados now named Main Street Little Learners
  - Currently at 10 learners
  - Current staff could handle up to 17 (needed to break even) but that number depends upon age of the little learner
  - Open house June 16<sup>th</sup>
  - New marketing is being put in place.
  - There was no request for additional funding at this time
- Interest in lot to move in a house: Schnell
  - Tony V.: is interested in moving in a fabricated home on the 104 N 11<sup>th</sup> street property.
- Interest in the lot on Hickory
  - Mason K is interested in putting two campers on the lot – living in one and eventually build a house
  - Willing to pay the \$5000
  - Needs to check with the city as the lot is more than likely not in code for camper usage
- RUMP (rental unit multiplication program) Meehl
  - Meehl explained her idea to the group
  - The group thought it had merit but needed to be tweaked
  - Committee: Meehl, Ptacek, Moen == will review and come back with an updated proposal
  - The Relocation Specialist said there is a need for “house like rentals.”
- Robert Schaefer
  - Reported he is no longer interested in the 11<sup>th</sup> street property
  - It is too expensive to build a new house and most cannot afford it.
- Secretary Report: **M(Moen)S(Schnell)P: to receive and file the secretary’s report**
- Treasurer: **M(Hill)S(Moen)P: to receive and file the treasurer’s reports**
- Gaming P & L: **M(Schnell)S(Moen)P: to receive and file the gaming report as presented**
- Treasurer business:
  - CD:L non at this time

- Voting on BUMP release of funds
  - Good Samaritan: **M(Zetocha)S(Ptacek)P: to grant, via the BUMP program from invoices submitted: \$4,120.95.**
  - American Legion---(Putting on hold until all the invoices are done
    - Exterior (pages:)
    - Interior (pages:)
- Correspondence:
  - Thank you from DECA students
  - Kat Socks Publishing -- see request below
- **Gaming**
  - Gaming Fund Requests:
    - **FCCLA : M(Schnell)S(Zetocha)P: to grant scholarships to the 12 students attending National competition at \$500 each. Total of \$6000.**
    - Dickey County Fair: **M(Schnell)S(Hill)P: to honor the request with the \$500 sponsorship.**
    - Lake Region Community College, Devils Lake: died for lack of a motion
    - Kat Socks Publishing: Fund request for \$1000. Died for lack of a motion
    - **Oakes Area Chamber of Commerce: M(Schell)S(Zetocha)P: to fund the request for the Main Street Flower Basket program. The requested amount is \$2419.00**
- **Business item**
  - Business funding requests: None at this time
  - Tiny Tornadoes updates: Peterson
    - Presenting earlier in meeting financials and information
  - Oakes Housing Partners: updates – Hill/Zetocha
    - House has not sold –
      - Some things to consider: Reduce price, rent to own, need to do landscaping, gutters and down spouts
      - No inquiries but they could be coming now that spring moving is settling in
      - Meehl requested taking over the bookkeeping responsibilities
        - All files have been turned over to her
  - Chamber updates: Moen
    - Irrigation Days are the current focus
    - Hydro seeding Main Street Park
  - DSLRA update: Schnell
    - None at this time
  - City updates: Sitzler
    - City street project has some finishing repairs to take care of during this season
  - Comments, updates from the President: Forward
    - Applied digital tour – RSVP ; At least 6 are planning to attend – could possibly be a few additional attendees.
    - Business concerns from past meetings
      - ND Water Resources paperwork: Nothing to report
      - Old Business: Land east adjacent to Economy Oil: Nothing new to report
- **Economic Development:**
  - E. Ptacek:
  - Update concerning ED position and job description – applications and interviews
    - An inquiry: Ptacek has had contact with this individual. She has not heard back
    - Ads are now on KDDR
- **Ongoing business to discuss if necessary.**
  - Slum and Blight – demo of North 11<sup>th</sup> property completed, and invoice turned into Undem – she awaits bills from theater apartment renovation
  - Property on 11<sup>th</sup> street
    - **M(Hill)S(Moen)P: to price the lot at \$10,000 as discussed at earlier meetings**
    - Schnell will be in contact with the interested party.

- Angry Beaver – Parking lot behind the Beaver
    - Ulmer was in contact with Schnell about use of the lot for a birthday celebration
      - M(Schnell)S(Sitzler) to offer the lot for use contingent upon having all the proper insurance paperwork in order and turned into OEI. Motion failed to pass.
      - **M(Sitzler)S(Moen)P: to allow use of the parking lot for the Harris Machine anniversary celebration provided all the necessary insurance paperwork is submitted to OEI for review and have The Angry Beaver cover a \$500 fee which will be used for city beautification.**
  - Relocation Specialist position - review in May –
    - TJ Roney would continue in the role of Relocation Specialist at 9 hours per week instead of 20. She has worked to get web sites, brochures, advertising, phone calls, and tours in place so the position will require less time. The board agreed with this, and the Oakes Area Chamber of Commerce will have a request for gaming funds application available at the June meeting.
  - Parking lot on hold: See above
- **For the good of the order**
- **Additional comments**
  - **Oakes Food Pantry to present in June**
  - **Next meeting: Thursday, June 12, 2025**

There being no further business – the meeting adjourned at 8:32am.

Respectfully reported.

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



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

Oakes Enhancement, Inc, Board of Directors

Date: June. 12, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: All directors were in attendance: Hill, Zetocha, Peterson, Ptacek, Moen, Forward, Schnell, Sitzler

Advisory/employee: Hoff (Unavailable to attend)

Guests: Jonda Praska, Bob German, Lucina Savey, Cindy Bagley

Visitors:

President Jeff Forward called the June 12, 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 directors, no advisory, four guests and no visitors present. All were thanked for attending and guests were called upon to present.

➤ **Guests:**

- Ludden Sportsman:
  - Bob German reported the Ludden Sportsman's would like to use the OEI Gaming License temporarily while they await their licensing
  - The Board agreed to check with the Attorney Generals office concerning this matter
- Jonda Praska:
  - Jonda was on hand to answer any questions concerning a BUMP (exterior) application for Praska Hardware. They are looking to foaming part of the roof that needs repairs
  - **M(Ptacek)S(Sitzler)P: to participate in this BUMP project at Praska Hardware**
- Secretary: **M(Schnell)S(Zetocha)P: to receive and file the minutes of the May 2025 BOD meeting.**
- Treasurer: **M(Hill)S(Peterson)P: to receive and file the May treasurer's report.**
  - Hill mentioned at the next meeting the board should look at investing some of the balance in the business checking account.
- Gaming P&L: **M(Sitzler)S(Zetocha)P To receive and file the gaming report as presented.**
- Treasurer business:
  - CD – None due at this time
  - Interest buydowns from the Bank of North Dakota
    - K&M Estates: **M(Schnell)S(Sitzler)P: to pay \$4000 on this interest buydown and look into the savings by paying in a shorter period of time.**
    - Dakota Rose Properties: **M(Sitzler)S(Zetocha)P: to pay off the Dakota Rose interest buydown.** The payoff number is \$2513.54
    - BD Cabs -- not action needed – information only – secretary will pay
  - BUMP proposal from Main Street Mini Mall
    - Main Street Mini Mall is looking to repair their roof to prevent damage to the building, their tenants, and the new mural wall.
    - **M(Sitzler)S(Ptacek)P: to participate in this BUMP project for Main Street Mini Mall.**
  - Sports sponsorship for the upcoming year
    - With timing issues of the school and OEI board meetings it was advisable to approve the sports sponsorship for the 2025-2026 season to take full advantage of the name mentions and banner displays during sporting events for the entire school year sports programs
    - **M(Hill)S(Schell)P: to repeat what was done in the past year for \$1800 which is for the entire school year of sporting events. Funds from the Charitable Trust Account.**

- Voting on BUMP release of funds
  - American Legion
    - The Legion Sportsman Bar is to be asked to put together invoices in simple form for the interior and exterior. They will only have to produce \$15,000 worth of invoices for each project to qualify for the full amounts allotted in the BUMP program.
- Correspondence:
  - Thank you from school for sports sponsorships this past school year
  - Thank you from Anna Kemmer and FCCLA
  - Thank you from Good Samaritan for the BUMP program reimbursement
  - Thank you from Levi Nagel and his Eagle Scout project
  - Thank you from Cindy Bagley for all the support given on her various projects -- Frontier Builders Supply and the former City Hall building. She has sold the former city hall building to Dickey County Senior Citizens. They will house the food pantry, cooking classes, medical equipment, and they are planning to update the garage space in the back for their vehicles.
  - Invitation for the Dedication of Union Square (Main Street Park) June 17, 2025, 6pm
  - ND Department of Commerce: for reading purposes to keep you informed
  - ND Economic Development & Finance: for reading purposes to keep you informed
- **Gaming**
  - Gaming Fund Requests:
    - Oakes Area Chamber of Commerce for Relocation Specialist – 9 hours per week
    - **M(Zetocha)S(Schnell)P: to fund the Relocation Specialist for 9 hours per week. The cost is \$4950.00 with funds from the Charitable Trust Account.**
    - Also see one from Main Street Little Learners acted upon in Peterson's report
- **Business item**
  - Hiccup with Juniper property -- taxes due (pages: 29-31)
    - Hill will visit with Burley concerning the matter of taxes owed on property that was mistakenly omitted from the original purchase documents. Two options were given
      - Burley will speak with Engquist and have Engquist pay the taxes, or Burley can pay them himself
      - If Burley does not want to handle the above – OEI is willing to purchase all the property in these transactions for the original price Burley paid. \$1500.
  - Updates on lots for sale – any further interest from the last meeting
    - There has been no further interest shown
  - Maintenance and Weed control on OEI lots
    - **M(Hill)S(Zetocha)P: to have Tim Sitzler's lawn care business take care of mowing the lots at \$35 per lot. He is also directed to take care of weed control for an additional cost. He will bill OEI sending to PO Box 365.**
    - Hill and Sitzler have mowed some of the lots and taken care of weeds. Neither wanted to be reimbursed for their time.
    - Maurice Crees has mowed under the direction of Hill. Hill has paid him
    - **M(Ptacek)S(Zetocha)P: to reimburse Hill for the \$60 paid to Crees.**
  - RFP's going forward--- On hold for the present time
    - Project Grey Fiber – Sustainable Aviation Fuel—Project Elevate---- Carbotura --
  - Tiny Tornadoes updates: Peterson
    - Enrollment is picking up
    - The new signage is up
    - **M(Schnell)S(Moen)P: to approve the request for funds from Main Street Little Learners in the amount of \$1500. Funds from the Charitable trust account.**
  - Oakes Housing Partners: updates – Hill/Zetocha
    - Gutters have been added, entry from the back added, could be pavers added, also a curb cut was talked about
    - Price has dropped and flyers are up and around.
  - Chamber updates: Moen
    - Irrigation Days is the focus
      - There are no rooms available in the city.



- Moen is contacting a landscape architect concerning ways to utilize available spaces throughout the community --- This ties in with the next bullet point. Brainstorming ideas involve Pickle ball courts, and the like. Busing people from other communities to take part in what Oakes has to offer. Busing people in ---- equals tourism
- Moen has received inquiries concerning her Hearthside Winery and communities wanting to bus people to Oakes to visit the location. She will keep OEI informed concerning these matters and OEI will put Hearthside Winery on the agenda for monthly reporting
- DSLRA update: Schnell
  - No updates available
- City updates: Sitzler
  - Sitzler commended the City of Oakes for their assistance in a large drug bust that has been under investigation for over a year.
  - The city passed an ordinance to allow golf carts on city street only. They are not allowed to go over 15 MPH, and no children are allowed to drive them. Daylight hours only. Crossing a highway is allowed but you cannot drive them on the highway.
- Hill project: nothing at this time
- Comments, updates from the President: Forward
  - Applied digital tour – (another one is tentative – Moen will do some checking)
  - Business concerns from past meetings
    - In connection with Irrigation Days
      - There were issues concerning the \$500 City Beautification donation made by Ulmer for use of the vacant lot owned by OEI in a trade from the Oakes Fire Department.
    - Following much discussion
      - **M(Sitzler)S(Zetocha)P: to charge \$500 for use of the property for a stated event contingent upon showing a certificate of insurance and negotiating on the length of the event.**
      - **M(Ptacek)S(Schnell)P: to reimburse Ulmer the \$500 donated to city beautification since the Angry Beaver will not be using it for their event.**
  - ND Water Resources paperwork – have not heard anything on this
  - 
  - Old Business: Land east adjacent to Economy Oil – no updates at this time as there are some personal changes taking place at Agtegra

#### ➤ Economic Development:

- E. Ptacek:
  - Strategic Planning:
    - Ptacek advised since there is not an economic development director in place as of now, it would be a good idea to rework the strategic plan instead of waiting for a director to be in place
    - She has been in contact with Jodi Bruns concerning this matter and Jodi is willing to work with the group.
      - Her fees start at \$250 minimum plus mileage, meals and lodging.
      - **M(Moen)S(Sitzler)P: to proceed in inviting Bruns to the July meeting to begin work on the Strategic plan.**
      - Ptacek will be in contact with her to make arrangements.
  - Walking Path Phase 2
    - Ptacek and Moen are working on this project and all the paperwork that will be involved with the use of land, permits, easements.....
    - Grants available
    - Moen was given permission to contact Moore engineering concerning their involvement in Phase one of the walking path and how can phase two come about.
  - Update concerning ED position and job description – applications and interviews – advertising
    - No interest at this time.
    - Perhaps going back to a part time position might encourage more interest
  - Child Care Grant Program

- Ptacek explained the work she has done with LeAnn Peterson and will stay on top of this matter
  - R-BUMP –Rental Business Update and Maintenance: Meehl, Ptacek, Moen
    - The three committee members have met and Ptacek explained the tweaks she put into the structure of the program
    - It seems that currently, there are many things going on and perhaps this needs to be looked at again in the near future when all have had time to review the program
    - Ptacek said more information needs to be collected on how to fund such a project and its viability
  - Flex Pace from BND for affordable Housing
    - Ptacek explained this available program
- Any business that came in prior to the printing of the agenda but was mistakenly not included
- **Ongoing business to discuss if necessary.**
- Vacant lot across from the former Oakes Fire Department continues to be for sale
  - **For the good of the order**
    - **Additional comments**
    - **Include Hearthside Winery on the agenda going forward**
    - **Next meeting: Thursday, July. 10, 2025**

There being no further business the meeting adjourned at 9:30am.

Respectfully reported.

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