



*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



**Oakes  
Enhancement, Inc.**  
**PO Box 365**  
**Oakes, ND 58474-**  
**3335**

Oakes Enhancement, Inc, Board of Directors

Date: July, 10, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: Directors in attendance: Hill, Peterson, Ptacek, Moen, Forward, Schnell, Sitzler

Director with excused absence: Zetocha

Advisory/employee: Hoff (Unavailable to attend)

Guests: Cindy Bagley

Visitors:

**NOTE:** Kyle Johnson of the Dickey County Fair Board dropped off the thank you packet for fair sponsorship.

President Jeff Forward called the July 10, 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 seven directors, no advisory, one guests, and no visitors present. All were thanked for attending and guests were called upon to present.

➤ **Guests:**

- Bagley:
  - Bagley updated the board on the sale of the former city hall building to Dickey County Senior Citizen.
  - She thanked the board for working with her on the purchase of Frontier Builders Supply and stated it is a learning curve, but business is growing.
- Secretary Report: **M(Schnell)S(Sitzler)P to receive and file the Secretary report as presented.**
- Treasurer Report: **M(Hill)S(Peterson)P: to receive and file the Treasure Report as printed.**
- Gaming P&L: **M(Sitzler)S(Moen)P: To receive the June 2025 Gaming P&L Report.**
- Treasurer business:
  - Note in Treasurer's report – Slum and Blight deposit of \$26,000 === \$10,000 is for K&M Estates
    - **M(Schnell)S(Moen)P: to release the funds to K&M Estates for the sum of \$10,000.**
  - Investing funds from accounts
    - See below with the CD's from Starion
  - BND: JDG Holdings: \$6,863.47 Second signature secured and will be in the mail today
  - **CD's coming due: 2 at Starion:**
    - **M(Sitzler)S(Ptacek)P: to cash in these two CD's and put the funds into the savings account.**
    - Reason being – investing in Money Market to gain a better return.
      - Schnell will check with the local Edward Jones representative.
      - The board would like the funds to be insured.
  - **CD coming due: FCCU:** common consensus was to wait until the August meeting to decide where these funds should be invested
  - Voting on BUMP release of funds
    - Legion Sportsbar : **M(Schnell)S(Peterson)P: to release the funds for both interior and exterior projects as the invoices have been submitted. Each project qualified for the maximum amount of \$5000 per project.**

- Praska Hardware: **M(Schnell)S(Ptacek)P: to release the funds for the Praska Hardware, Exterior BUMP project.**
- NOTE: Ptacek with rework the program and make it clear and easy as to what bills/invoices are eligible to submit going forward.

➤ Correspondence:

- Oakes Area Community Foundation Golf Tournament: **M(Peterson)S(Hill)P: to sponsor a hole in the amount of \$300.**
- City of Oakes: the Slum and Blight lots have been well taken care of == the letter could be tied to the OHP lot where landscaping has begun
- Other correspondence
  - A thank you was received from the Melody Hill Family.

➤ **Gaming**

- Ludden Tavern: updates:
  - Schnell reporting – the powers that be from Ludde Tavern have been directed to contact the Attorney Generals office to see how they should proceed at this time'
- Gaming Fund Requests:
  - Relay for Life (August)
  - Legion Fireworks: **M(Sitzler)S(Ptacek)P: to contribute \$1000 from the Charitable Trust Account for the community fireworks display.** The leadership of the Legion should be directed to fill out the proper forms in years to come. A copy will be included with the check.
- Other Gaming business: None at this time.

➤ **Business item**

- Any updates on Juniper property: Burley is going to pay the back taxes on the portion of the Juniper property that was omitted from the purchase. This will make Burley the owner of the entire property on Juniper.
- Updates on lots for sale – any further interest from the last meeting: Nor further interest at this time.
- Maintenance and Weed control on OEI lots: Downtown vacant lot (Fire department trade property)
  - It appears the letter, referring to the condition of the lots owned by OEI, was really directed at Oakes Housing Partners and the lot the house is located.
- Tiny Tornadoes updates: Peterson
  - All is going well with the summer enrollment.
  - They are putting together the financials for June and will have a better handle on the financial picture of the now "Main Street Little Learners."
- Oakes Housing Partners: updates – Hill/Zetocha
  - There is an open house on Sunday, July 13, 2025. Bagley will host the open house
  - The price of the house has dropped, gutters added, some landscaping, curb cut was approved.
- Chamber updates: Moen
  - Rain hindered some of the Irrigation Days activities
    - Checking into the fact the food vendors backed out
    - Rethinking some of the activities where interest has been waning.
- DSLRA update: Schnell: No further updates at this time
- City updates: Sitzler
  - New-to- them, sanitation truck has been received. This can reem as much as two blocks.
  - New ordinances have been drafted and waiting for another reading.
- Hearthside Winery
  - Road work has been approved; grants have been approved – getting ready for next year.
- Comments, updates from the President: Forward
  - Applied digital tour – (Moen was checking into this)
  - Update on remaining land in industrial park – no responses but the president is checking.
  - M&W Drilling has backed away from purchasing the remaining property in the Industrial Park.
  - John Zetocha has more of a workload with the loss of an employee and is looking to resign from the board by the end of the year.

- Zetocha would also like to have a replacement on the Oakes Housing Partners – Forward will take this on.

➤ **Economic Development:**

- E. Ptacek:
  - Strategic plan update: July 31<sup>st</sup> was the date selected. Time to be determined
  - Walking Path updates
    - Ptacek will check with Moore Engineering as to the cost to design of phase two and a course of action for phase two of the walking path.
  - Update concerning ED position and job description – applications and interviews -- advertising
    - No interest as of yet – and holding off until a strategic plan is in place.
  - Child Care Grant Program: any action since June
    - Peterson's Playhouse has been interested in the program
  - Updating the website – Ptacek will check with the city auditor

- Any business that came in prior to the printing of the agenda but was mistakenly not included

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

- Oakes Fire Department trade: vacant lot continues to be for sale: action taken in June to make the property available for events \$500 per event requiring a certificate of insurance
  - There is interest in purchasing this property.
  - **M(Ptacek)S(Schnell)P: to sell the vacant property to Matt Hill for the advertised price of \$15,000. Hill abstaining.**
- R-BUMP –Rental Business Update and Maintenance: Meehl, Ptacek, Moen – On Hold
- Flex Pace from BND for affordable Housing
- RFP's going forward –
- Business concerns from past meetings
  - ND Water Resources paperwork – have not heard anything on this
  - Old Business: Land east adjacent to Economy Oil – see above in president's comments
- Other:
  - Natural gas to Dickey County is, once again, being discussed.

➤ **For the good of the order**

- **Additional comments**
- **Next meeting: Thursday, August 14, 2025**

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

Respectfully reported.

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



**Oakes  
Enhancement, Inc.**  
**PO Box 365**  
**Oakes, ND 58474-**  
**3335**

Oakes Enhancement, Inc, Board of Directors

Date: August 14, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

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

Directors Excused: Peterson, Sitzler

Advisory/employee: Hoff

Guests: Maureen Wentworth (OGC and PTO) MaryLou Sundby, Vickie Kelly, Ann. (Stronger Together Foundation), Last Shot: Sue Schumacher

Visitors: Kevin Huffman

President Jeff Forward called the August 14, 2025, meeting of Oakes Enhancement, Inc. (OEI) board of directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with six board members, five guests and one visitor in attendance. Guests were called upon to present.

➤ **Guests:**

- OG(golf)C: Maureen Wentworth: (page 15)
  - The Oakes Golf Course is in need of window replacement and signage updates. Exterior projects for the BUMP program
- Stronger Together Foundation: Dickey LaMoure Counties
  - Requesting start up funds for this newly formed Cancer foundation to keep money raised more local. (This replaces The American Cancer Society's fund raising)
- PTO: Maureen Wentworth (page 16)
  - New playground equipment is needed for school. They are also wanting to make wise choices for students that are visually and otherwise impaired.
- The Last Shot (pages 17-19)
  - A new roof is in order as they can currently use only half of business building. They are seeking BUMP funding for their spray foam project to make the necessary repairs.

➤ Secretary(minutes pages:3-5), Treasurer (pages 6-13), Gaming P&L: (page 14)

- **M(Schnell)S(Moen)P: to receive and file the Secretary's report as printed**
- **M(Hill)S(Moen)P: to receive and file the Treasurer's report as presented**
- **M(Moen)S(Schnell)P: to receive and file the gaming P & L as printed**

➤ Treasurer business:

- Investing funds from accounts: Schnell reported the money OEI is responsible for is public money and not protected by insurance.
- Decisions on funds in accounts:
  - **M(Hill)S(Ptacek)P: (Zetocha abstaining)**
    - **To invest in a \$150,000 CD for 7month CD at Bank North with an interest rate of 4.2 with funds from the business checking account**
    - **And invest in a \$100,000 CD for 18 months at Starion with an interest rate of 3.99 with funds transferred from the OEI savings account. (Starion raised to 4.09)**
    - **Signing on these accounts for OEI will be Gary Schnell, Matt Hill, Jeff Forward, Emily Ptacek and Audrey O'Brien.**
- 
- CD at FCCU (2 CD's) (page 20)

- **M(Schnell)S(Hill)P—(Zetocha abstaining): to renew both CD's at First Community Credit Union each at 11 months for 3.9%.**
- Voting on BUMP release of funds (pages:21 )
  - Main Street Mini Mall
    - **M(Hill)S(Zetocha)P: to release the \$5000 to Main Street Mini Mall – Sandy Dawson for their BUMP project. Paid receipts were received by OEI.**
- BUMP application from Oakes Golf Course (page 15)
  - **M(Hill)S(Zetocha)P: to participate in their BUMP projects provided they meet the requirements of the BUMP program and submit final estimates.**
- BUMP application from The Last Shot (pages: 17-19)
  - **M(Schnell)S(Moen)P: to participate in the BUMP project from The Last Shot.**
    - As per the loan request: they were instructed to check with their lender concerning a Flex Pace loan to see if this project would qualify and OEI would participate in the interest buydown portion of the loan.
- Correspondence:
  - Thank you from Legion SportsBar (page 22)
  - 2024 Annual Report Oakes Area Community Foundation ( pages 23-24)
  - Other correspondence
    - Letter from the Association for the Blind: No action taken
- **Gaming**
  - Gaming Fund Requests:
    - Parent Teachers Organization (page 16) Request for funds to update playground equipment at the school.
      - **M(Ptacek)S(Zetocha)P: to pledge the requested \$5000 with funds being released when the playground equipment is purchased. Funds from the Charitable gaming account**
    - Stronger Together Foundation:
      - **M(Schnell)S(Hill)P: to fund the requested \$2,500 as start up funding for their newly formed cancer foundation to keep money raised local. Funds from the Charitable Gaming Account.** They are a 509(a)(2) Foundation to assist cancer patients and their families in the area.
  - Other Gaming business
- **Business item**
  - Potential sale of the remaining lot in the Industrial Park (Forward reporting)
    - Still pending
  - Schnell is checking with Brian Vculek concerning purchasing land in the industrial park
    - OEI previously owned the land – sold to D. Roney who sold to Vculek
  - Updates on lots for sale – any further interest from the last meeting
    - **M(Zetocha)S(Moen)P: to build signs advertising the property for sale. Ptacek will move forward with this provided the costs are reasonable.** Contact number on the signs will be Matt Hill
  - Update on the sale of the vacant lot on the corner of Ivy and 4<sup>th</sup> street: checking to see if the deed is registered.
  - Thank you to the entire board for turning out for the Strategic Planning session
    - The typed information from the meeting was sent to the board members for their input
    - More on this at a later time

Schnell left at 8:20am

- Tiny Tornadoes updates: Peterson – no updates at this time
- Oakes Housing Partners: updates – Hill/Forward – nothing new to report
- Chamber updates: Moen
  - Wine Walk is coming in September
  - Music on Main is going well
  - Issue with DC spray foam over spray -- working to resolve this issue
- DSLRA update: Schnell – no updates at this time
- City updates: Sitzler No updates at this time

- Hearthside Winery: Moen
    - Working with a Landscape Architect to draft potential development in the future
- Zetocha left at 8:45am
- Comments, updates
    - Applied digital tour – (Moen will keep us posted)
- **Economic Development:**
- E. Ptacek:
    - Strategic plan update
    - Walking Path updates: working with Moore Engineering – no additional updates at this time
    - Update concerning ED position and job description – applications and interviews
      - The committee is taking care of the application submitted.
    - [ND Destination Development Grant](#)
      - Not a program for OEI but is shared with businesses who could choose to participate
      - Does the Nursery qualify?
        - The tour of the nursery was highly successful
    - Ptacek reworked some of the wording on the BUMP application with talking points discussed at the last meeting.
      - **M(Hill)S(Moen)Roll call vote: Ptacek-yes; Hill-yes, Forward-yes; Moen-yes; Zetocha proxy to Hill-yes; Schnell proxy to Forward-Yes**
      - **Motion to approve the changes to the BUMP application and post on the web site Passed with the above rollcall vote.**
- **ANNOUNCEMENT:** Jeffrey Weber has a new small engine repair business and works from a temporary structure and also has mobile capabilities. He will come to you. 701.210.1232
- FYI Business
- ED application for the Board to review (pages 25-26)
  - Gaming fund request for Board information (page 27)
- Any business that came in prior to the printing of the agenda but was mistakenly not included
- **Ongoing business to discuss if necessary.**
- R-BUMP –Rental Business Update and Maintenance: Meehl, Ptacek, Moen
  - Flex Pace from BND for affordable Housing
  - RFP's going forward –
  - Business concerns from past meetings
    - ND Water Resources paperwork – have not heard anything on this
    - Old Business: Land east adjacent to Economy Oil – Forward continues to makes the right contact.
  - Other
- **For the good of the order**
- **Additional comments**
  - **Next meeting: Thursday, September 11, 2025**

There being no further business the meeting adjourned at 9:10am.

Respectfully reported.

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





**Oakes  
Enhancement, Inc.**  
**PO Box 365**  
**Oakes, ND 58474-**  
**3365**

Oakes Enhancement, Inc, Board of Directors

Date: September 11, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

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

Directors Absent: Hill

Advisory/employee: Hoff

Guests: Dale Jensen, Rebecca Udem, Tokina McHarry

Visitors:

President Jeff Forward called the September 11, 2025, meeting of 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, three guests, one advisory and no visitors in attendance. Guests were called upon to present.

➤ **Guests:**

- Dale Jensen: requesting funds for his humanities class at the high school. The class has been going on for 10 years.
- Rebecca Udem: Requesting funds to assist with Rural Ideas Summit expenses for attendees.
- Tokina McHarry -- Brought the board up to date on the happenings at Ol' Nursery. Campground facilities: will start the planning process in October

➤ Secretary(minutes pages:6-8), Treasurer (pages 9-16), Gaming P&L: (page 17)

- **M(Schnell)S(Sitzler)P: to receive and file the Secretary's report as printed**
- **M(Moen)S(Peterson)P: to receive and file the Treasurer's report as presented**
- **M(Zetocha)S(Schnell)P: to receive and file the gaming P & L as printed**

➤ Treasurer business:

- Interest buydown for Last Shot – Hill reporting
  - The interest portion of the buydown will be the \$5000 in BUMP dollars
- Be Thou My Vision – interest buydown
  - **M(Schnell)S(Sitzler)P: to pay \$5000 for the next six years which should bring the total down for payoff in the following year.**
- Release of BUMP funds for The Last Shot – pending paid invoice
  - **M(Schnell)S(Moen)P: to release BUMP payment to the Last Shot as paid invoices were received. \$5000.**
- CD notices that missed the agenda deadline: no additional CD notices have been received

➤ Correspondence:

- Thank you from HOSA (page: 20)
- Ad from DonerView (pages: 21-22): No action taken
- Correspondence arriving after the agenda was set: none at this time

➤ **Gaming**

- Gaming Fund Requests:
  - Jensen: **M(Zetocha)S(Sitzler)P: to approve the request for gaming funds for the Humanities class at Oakes High School. Funds from the Charitable Trust Account. \$2000 was the request.**

- Udem: **M(Schnell)S(Ptacek)P: to approve the request for Gaming Funds to assist with the expenses of the Rural Ideas Summit hosted by Growing Small Towns. Amount requested is \$500. Funds from the Charitable Trust Account.**

- Other Gaming business

#### ➤ **Business item**

- Potential sale of the remaining lot in the Industrial Park
  - Going forward – need to keep in mind room for a street on this property to allow access to the lots behind it if OEI purchases those lots from Vculeks.
- Updates on lots for sale – any further interest from the last meeting
  - Signage: Signs look great.
- Updates on conversations with Vculek land in the industrial park: No updates at this time
- Main Street Little Learners/Peterson Playhouse updates: Peterson
  - Closing date for Tiny Tornadoes/Main Street Little Learners is September 26, 2025, and Peterson's Playhouse will take over on September 29<sup>th</sup>, 2025. LeAnn Peterson (Owner of Peterson's Playhouse) will be accepting the students at Tiny Tornadoes and hopefully staff members as well.
- Oakes Housing Partners: updates – Hill/Forward: No updates at this time
- DSLRA update: Schnell – need to change signature card. (change to Schnell, O'Brien, Sitzler.... ??)
  - A meeting will be called so minutes can record the change on the signature cards. It seems OEI has taken over as the overseer of this organization.
- City updates: Sitzler
  - The Oakes Housing Authority continues to exist. If activated, it would need personnel to be on the Authority
  - Essential Function Bonds are still viable
  - Housing Incentive Fund: bridge the gap between building a home and reality. This is tied to Slum and Blight. There are hoops to jump through in the program.
- Chamber updates: Moen
  - Music in the Park – one session remains. The others have been well attended and received by the community
  - Wine Walk is coming up
  - Looking ahead to the 150<sup>th</sup> anniversary of Oakes in 2036.
- Hearthside Winery: Moen
  - No real updates at this time. Applied for the destination grant.
- WBI Energy – gas line to Ellendale – Moen
  - Moen will spearhead looking into the requirements for establishing Natural Gas to the industrial park -- There is a pipeline being planned from Jamestown to Ellendale's Applied Digital Plant. Oakes would need anchors businesses – manufacturing – to make this project work. Businesses would perhaps want free land and tax incentives.
  - Oakes has two rail lines which works well in favor of Oakes.
- Property at 4<sup>th</sup> and Ivy, previously owned by the Oakes Fire Department – This property will be removed from the OEI insurance policy.
- Comments, updates
  - Applied digital tour – any action – or remove from agenda - remove from agenda

#### ➤ **Economic Development:**

- E. Ptacek:
  - Strategic plan update: No updates at this time.
  - Walking Path updates: will tackle more of this project in October
  - Update concerning ED position and job description – applications and interviews- letter of recommendation
    - Letters of Recommendation have been received but there has not been, and actual job application received.
    - Since there have not been individuals with the current requirements – the job description might need to be changed – requirements, part time?
  - RBUMP proposal will be sent to board members

- Old Business: Land east adjacent to Economy Oil – Forward continues to make the right contact.

➤ **For the good of the order**

- **Additional comments**
- **Next meeting: Thursday, October 9, 2025**

There being no further business the meeting adjourned at 7:58am.

Respectfully reported.

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



**Oakes  
Enhancement, Inc.**  
**PO Box 365**  
**Oakes, ND 58474-**  
**3365**

Oakes Enhancement, Inc, Board of Directors

Date: October 9, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: Directors: Hill, Peterson, Moen, Forward, Schnell, Sitzler

Directors Excused: Zetocha, Ptacek

Advisory/employee: Hoff

Guests: None

Visitors: None

President Jeff Forward called the October 9, 2025, meeting of Oakes Enhancement, Inc. (OEI) board of directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with six board members, one advisory and no guests or visitors in attendance.

➤ **Guests:**

➤ Secretary(), Treasurer (), Gaming P&L: ()

- **M(Moen)S(Sitzler)P: to receive and file the Secretary's report as printed**
- **M(Sitzler)S(Hill)P: to receive and file the Treasurer's report as presented**
- **M(Peterson)S(Moen)P: to receive and file the gaming P & L as printed**

➤ Treasurer business:

- change in interest rate of CD at FCCU
  - FCCU called concerning the interest rate being lower that discussed at the August meeting – but in the end – they honored the voted upon rate.

➤ Correspondence:

- Friends of Fine Arts and Academics ()
  - **M(Hill)S(Schnell)P: to invest in Friends of Fine Arts and Academics at the Star level. \$100 with funds from the Charitable Trust Account.**
- Scouting America (pages:16-18)
- Thank you from Growing Small Towns (page: 19)
- Bank of North Dakota: Homegrown Collective
- DonerView

➤ **Gaming**

- Gaming Fund Requests:
  - Scouting America: Died for lack of a motion
  - EMS; Died for lack of a motion
  - **National Child Safety Coalition:**
    - **M(Schnell)S(Sitzler)P: do donate \$75, same as last year for the safety booklets. Funds from the Charitable Trust Account**
- Other Gaming business

➤ **Business item**

- Oakes Housing Partners (OHP) committee recommendations, updates – Hill/Forward

- Committee is in conversation with Philip Homan as to landscaping
- Building the driveway estimate of \$6800
- Bankers-lawyers—conduct a meeting for first time home buyers and the process to get through all the paperwork
- Many options were discussed to see what to do to get the house sold and preferable before winter
- **M(Sitzler)S(Peterson)P: OEI would partner with Oakes Housing Partners in a down payment assistance program by granting up to \$10,000 towards downpayment. The funds would come from the OEI Business account.**
  - This is a one-time offer unique to this project
- Potential sale of the remaining lot in the Industrial Park ; on hold
  - Keep in mind the need for a roadway
- Updates on lots for sale – any further interest from the last meeting
  - The 104 North 11 Street Property has interest
- Updates on conversations with Vculek land in the industrial park
  - No updates at this time
- Main Street Little Learners/Peterson Playhouse updates: Peterson
  - All is going well, and people are surprised to see the facility commenting it is great with lots of room
- DSLRA update: Schnell – new chairperson elected, signature cards updated, bylaws being updated
  - Meeting was held: September 24, 2025—Oakes Community Center
  - Sitler was elected chairperson
  - Bylaws are being updated to reflect current practices
  - Signature card was updated: Schnell, Sitzler, Hill, O'Brien are signers
- City updates: Sitzler
  - Recycling program is gone as a cost saving measure. Cardboard recycling will continue
- Chamber updates: Moen
  - Wine walk successful with many out of town attendees
  - Summer music in the Park was successful
  - Looking to the future to prepare for country/chamber anniversaries
- Hearthside Winery: Moen
  - Report in December
- WBI Energy – natural gas line – resolution draft and map – Moen
  - Moen has drafted a resolution for the county commissioners to look at and sign off on to give more credence to the tie in for natural gas to Oakes. County backing is beneficial in the lengthy process.
  - Support the feasibility of a pipeline for Natural Gas to Oakes – Industrial park
  - Water will be needed for the plant.

➤ **Economic Development:**

- E. Ptacek:
  - R-BUMP proposal (Meehl, Moen, Ptacek) (
    - **M(Sitzler)S(Schnell)P: to create an R-BUMP program as outlined in the proposal**
  - Strategic plan update: No updates at this time
  - Walking Path updates: easements are the next step – can apply for funds in the spring
  - Update concerning ED position and job description – applications and interviews- letter of recommendation

➤ FYI Business: OEI Board members gave the OK to the Oakes Fire Department panel design work giving recognition to entities who donated to the new fire hall.

➤

➤ Any business that came in prior to the printing of the agenda but was mistakenly not included

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

- RFP's going forward –

- Business concerns from past meetings
    - ND Water Resources paperwork – have not heard anything on this
    - Old Business: Land east adjacent to Economy Oil
  - Other
- **For the good of the order**
- **Additional comments**
  - **Next meeting: Thursday, November 13, 2025**

There being no further business the meeting adjourned at 7:59am

Respectfully reported.

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



**Oakes  
Enhancement, Inc.**  
**PO Box 365**  
**Oakes, ND 58474-**  
**3355**

Oakes Enhancement, Inc, Board of Directors

Date: November 13, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

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

Directors Absent: Ptacek, Sitzler

Advisory/employee: Hoff

Guests: Danielle Dinger – Oakes Food Pantry (was not available)

Visitors: Cindy Bagley

President Jeff Forward called the November 13, 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 six board members, one advisory, no guests, one visitor present. Everyone was thanked for being at the meeting.

**Guests:**

- Dinger: Food Pantry (Was not available)
- Secretary(minutes(pages). Treasurer(pages:), Gaming P&L: (page: )
  - **M(Moen)S(Schnell)P: to receive and file the secretary's report as printed**
  - **M(Hill)S(Peterson)P: to receive and file the treasurer's report as explained**
  - **M(Zetocha)S(Moen)P: to receive and file the gaming P&L as printed.**
- Treasurer business:
  - Starion CD (Page )
    - **M(Hill)S(Moen)P: to reinvest the Starion CD for 18 months at 3.74 (Zetocha abstaining)**
- FCCU CD (page )
  - **M(Schnell)S(Hill)P: to reinvest the FCCU Cd for 7 months at 3.75 (Zetocha abstaining)**
- Correspondence:
  - Chamber membership (Page 15)
    - **M(Peterson)S(Schnell)P: to invest in the Oakes Area Chamber of Commerce Membership at \$50 for an organization. Funds from the Charitable Trust account.**
  - Correspondence arriving after the agenda was set
    - Thank you from Child Safety
    - Gaming request from Robinson, ND fire district
    - Stronger together thank you (new Cancer society in the area)
- **Gaming**
  - Gaming Fund Requests:
    - Chamber Membership - can use the Trust—see action above
  - Other Gaming business
    - Late gaming fund request from Robinson, ND fire district: died for lack of a motion.
- **Business item**
  - Relocation Specialist – contract expires the end of December -- Moen reporting
    - TJ Roney has agreed to stay on for at least 6 more months – 9 hours per week
    - Will submit a gaming fund request in December to fund this position
    - Chamber is checking into a listing of preferred builders – need builders in Oakes

- Chamber will check with businesses who thought the relocation specialist was an innovative idea and would like to help fund
- OHP committee recommendations, updates – Hill/Forward
  - Forward spoke with P. Homan as to landscaping.... Philip suggested a driveway/sidewalk tied together
  - Looking into landscaping business from Britton—would also contract for concrete
  - Need for more builders in Oakes – reference above
  - Bagley was on hand to report –
    - inquiries into lots and land
    - Planning and zoning coming down the pike
    - Need to bring builders in
- Potential sale of the remaining lot in the Industrial Park
  - Keep in mind the need for a roadway
  - B Carlson-- interest in the land may be changing
- Updates on lots for sale – any further interest from the last meeting
  - None at this time
- Updates on conversations with Vculek land in the industrial park
  - No updates at this time
- Main Street Little Learners/Peterson Playhouse updates: Peterson
  - All seems to be working well
  - Planning for the future and the building ==
- DSLRA update: Schnell – bylaws being updated
  - No further updates at this time
- City updates: Sitzler Unavailable to report
- Chamber updates: Moen
  - OH DEER weekend a success as far as out of town traffic
  - Thinking of planning more events such as OH DEER and Wine Walk
  -
- Hearthside Winery: Moen
  - Congratulations Haley on being a recipient of a \$500,000 grant.
  - Future: Micro stores/shops, rental cabins.....
  - Road updates are good
- WBI Energy – natural gas line – resolution draft and map – Moen
  - Harvest hit – no news to report
- Annual meeting (March 12, 2026)
  - Put on Ptacek Financial calendar
- Board member
  - Zetocha, who was planning to leave the board at the end of the year, is now able to remain on the board. His term will expire in 2027.

➤ **Economic Development:**

- E. Ptacek:
  - R-BUMP proposal (Meehl, Moen, Ptacek)
    - Needs to be put on the web site
  - Strategic plan update
    - No current updates
  - Walking Path updates
    - No current updates
  - Update concerning ED position and job description – applications and interviews- letter of recommendation
    - Moen brought ideas to the table and also research that brought red flags for some of the thoughts from previous meetings.
    - The job description needs to be updated—thoughts: Position to be a Co-Ordinator, part time, service contracts -- contracting with businesses that handle certain areas of economic development.....



- FYI Business
  - Slum & Blight recap to date (pages 16-17)
    - This was reviewed and a correction will be made concerning the coding on a check to K&M Estates
- Any business that came in prior to the printing of the agenda but was mistakenly not included
- **Ongoing business to discuss if necessary.**
  - Business concerns from past meetings
    - Old Business: Land east adjacent to Economy Oil - Forward continues to try contacting the correct person who would handle this business
  - Other
- Any business that came in prior to the printing of the agenda but was mistakenly not included
- **For the good of the order**
  - **Additional comments – none at this time**
  - **Next meeting: Thursday, December 11, 2025**

There being no further business the meeting adjourned at 7:46am

Respectfully reported.

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



**Oakes  
Enhancement, Inc.**  
**PO Box 365**  
**Oakes, ND 58474-**  
**8365**

Oakes Enhancement, Inc, Board of Directors

Date: December 11, 2025

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

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

Director Absent: Ptacek

Advisory/employee: Hoff

Guests: Tiffany Larson

Visitors:

President Jeff Forward called the December 11, 2025, meeting of Oakes Enhancement, Inc, (OEI) to order at 7:02am. The meeting was held at the Oakes Community Center Meeting Suite with seven directors, one advisory, one guests and no visitors present. All were thanked for being in attendance and guests were welcomed to present.

➤ **Guests:**

- Tiffany Larson
  - Tiffany was looking at the BUMP program for a new front door for her business: Be Thou My Vision. She brought an estimate of \$2254 plus installation.
  - Tiffany and her fiancé are looking for a home in Oakes but are not into the sales that take place unbeknownst to the public. She asked if the board members became aware of a potential house sale that would meet their needs, she would greatly appreciate a call so they can pursue purchasing a home in Oakes.

➤ Secretary(minutes pages:), Treasurer(pages:), Gaming P&L: (pages:)

- **MM(Moen)S(Sitzler)P: to receive and file the minutes of the November Board of Directors meeting and to receive and file the treasurers report as printed and explained.**
- **MM(Hill)S(Peterson)P: to receive and file the Gaming P&L as printed.**

➤ Treasurer business:

- Oakes Area Community Foundation
  - **MM(Schnell)S(Peterson)P: to donate \$5000 to the Oakes Area Community Foundation with funds from the Charitable Trust Account.**
    - **Zetocha abstaining**
- Starion CD (page:)
  - **MM(Schnell)S(Sitzler)P: to renew the CD at 3.64 for 11 months. Zetocha abstaining**
- Bank North CD(page:)
  - MM(Schnell) to invest for 6mo at 3.79—died for lack of a second.
  - **MM(Hill)S(Sitler)P: to renew the CD for 12 months at 3.5. Zetocha abstaining**
- Bank of North Dakota – SC Three : just for FYI.

➤ Correspondence:

- Correspondence arriving after the agenda was set
  - Welcome House in Bismarck. Request for funds. Died for lack of a motion

➤ **Gaming**

- Gaming Fund Requests:
  - **Relocation Specialist (page 21)**
    - **MM(Sitzler)S(Schnell)P: to donate for the relocation program through Community Connection with funds from the Charitable Trust account (\$5724). Moen abstaining. This funds 6 months**
  - Oakes Area Community Foundation (pages: 16-17)
    - See above for action taken on this item
  - Correspondence arriving late.
    - North Dakota National Guard Foundation (pages 22-23)
      - **MM(Sitzler)S(Schnell)P: to donate \$1000 to their North Dakota Military Gallery project. Funds from the Charitable Trust Account.**
- Other Gaming business
  - Increase in pay
    - **MM(Sitzler)S(Zetocha)P: to increase the salaries of the gaming manager and the runner each by \$.50 per hour bringing their total wage to: gaming manager (\$21 per hour and runner (\$19) per hour.**
    - **MM(Zetocha)S(Schnell)P: to increase the secretary salary by \$50 per month. Increase office stipend by \$50 per month and continue with retirement at 5% of annual wages.**

➤ **Business item**

- Relocation Specialist – gaming request for funding
  - Any response from businesses to support this position
  - See above motion to continue in the project
- Oakes Housing Partners (OHP\_ committee recommendations, updates – Hill/Forward
  - Britton landscaping and driveway updates: none at this time
  - Oakes Housing Partners have been meeting and are trying to come up with a strategy to market the house. Bills continue and especially in the winter.
  - Some thoughts: down payment assistance, seller credit
  - Appraised value of the house is a factor in determining the down payment and taxable value and appraise value are different

Hoff left the meeting at 7:50am

Peterson left the meeting at 8:06am

- Options
  - Lower the price
  - Advertise possible down payment assistance or seller credit
  - This is the price or make an offer
  - Should a realtor be enlisted
  - OEI representatives to meet with Tiffany Larson and then with Oakes Housing Partners
- Also mentioned concerning housing
  - For Larson – the OHP house or a lot to build on with their specifications (could be a manufactured home to put on a lot
  - Thought: Free lot if building housing of some variety—house, duplex... but would need plans and a time frame and dirt moving to receive the free lot.
- Lot for sale in the Industrial Park: No updates at this selling some land
  - Keep in mind the need for a roadway
- Updates on lots for sale – recent activity – No report at this time
- Updates on conversations with Vculek land in the industrial park
  - Schnell has visited with the Vculeks – they said they would think about this
- Main Street Little Learners/Peterson Playhouse updates:
  - Money remains from a grant OEI made to Tiny Tornadoes. Once the exact amount is determined, OEI will receive these remaining funds from the grant.
- DSLRA update: Schnell – bylaws being updated – voting at OEI/DSLRA annual meeting

- The Bylaws have been updated to the current practices
  - OEI is taking the lead in this organization
- City updates: Sitzler
  - Some sewer issues are being addressed in the east corner of the city 14<sup>th</sup> Street.
- Chamber updates: Moen
  - Planning a meeting in Oakes – representatives from area Chambers are invited to share ideas and how programs are working in their communities.
  - Listing of preferred builders: on hold
- Hearthside Winery: Moen
  - Landscape architect students from NDSU could be working on developing programs for Oakes and the Winery.
- WBI Energy – natural gas line – updates: Moen
  - No report at this time
- Annual meeting (March 12, 2025)
  - Has been added to PFS calendar
  - Will also be DSLRA annual meeting – vote on bylaw changes
- **Economic Development:**
  - E. Ptacek:
    - R-BUMP proposal (Meehl, Moen, Ptacek) No report at this time
    - Strategic plan update: No updates at this time
    - Walking Path updates: No updates at this time
    - Update concerning ED position and job description – applications and interviews- letter of recommendation--- update job description: no updates at this time
- FYI Business:
  - Prior to leaving the meeting Zetocha mentioned he is working on a flex pace interest buydown for a local business.
  - Schnell mentioned a possible investor in OEI. A list of OEI activities/donations/businesses assisted, and programs offered were given to the individual.
- Any business that came in prior to the printing of the agenda but was mistakenly not included
- **Ongoing business to discuss if necessary.**
  - Business concerns from past meetings
    - Old Business: Land east adjacent to Economy Oil
  - Other
- **For the good of the order**
  - **Additional comments**
  - **Next meeting: Thursday, January. 8, 2026**

There being no further business the meeting adjourned at 8:50am

Respectfully reported,

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