



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

Date: January 14, 2021

Place: Oakes Community Meeting Suite

Time: 7:00am

Directors Present: Zetocha, Thompson, Conklin, Schnell, Forward, Hill, Quandt, Peterson

Directors Absent:

Advisory: Zimmer, unable to attend

Guests: Udem, Ptacek, Waldner

President Art Conklin called the January 14, 2021 meeting of Oakes Enhancement, Inc. Board of Directors to order at 7:03am. The meeting was held in the Oakes Community Meeting Suite with all board members and two guests present. Conklin called for revisions/additions to the agenda and it was adopted.

⇒ Guests

⇒ Ptacek: Gaming

⇒ Ptacek reviewed the gaming report Gaming Manager turns in every month.

⇒ The report will be revised.

Schnell left the meeting at this time – the comment he made is listed under business items.

⇒ Udem: Updates and reports from Growing Small Towns

⇒ Udem explained her reports.

⇒ How will this information be used?

⇒ Putting together a listing of businesses who would like to sell, vacant business locations,

⇒ Udem is booking agencies to fill Growing Small Towns – meeting/business pods.

⇒ **Secretary's Report:**

○ Approval of Secretary Report:

○ **M(Hill)S(Zetocha)P: to receive and file the minutes of the December 2020 Board meeting as presented.**

○ Electronic Voting: None for the month

○ Correspondence: None currently

⇒ **Treasurer's Report:**

▪ Review of the financials: see back of agenda for breakdown of pages to find information.

▪ **M(Zetocha)S(Forward)P: to receive and file the treasurer's report as printed.**

▪ Tables for the Community Center: With physical distancing, due to COVID 19, additional tables have been added to the Community Center Meeting Suite. OEI has agreed to pay half of the cost for these tables. Funds can come from the Charitable Trust Account.

▪ Retirement

▪ **M(Forward)S(Zetocha)P: to pay retirement for the Gaming Manager and Secretary at a rate of 5% of salary for the immediate past year. This is a perpetual motion until such a time as the board revisits the issue.**

▪ FYI: CD coming due in February at FCCU.

⇒ **Gaming**

▪ Report

▪ Ptacek explained the report to the board members and fielded any questions at the beginning of the meeting.

▪ **M(Forward)S(Thompson)P: to receive and file the December Gaming report.**

▪ Request for Funds: None received

⇒ **From the President**

Nothing currently

⇒ **Business Items**

⇒ Schnell mentioned Troy Schumacker wants to develop the vacant lot next to Heritage Insurance.

- ⇒ Oakes Truck & Trailer: No updates currently
- ⇒ BagLady Construction: To date did not submit any requests for gap financing.
- ⇒ Annual Meeting: February 11, 2021 – with the BOD meeting
- ⇒ Directorships of Schnell and Forward – they are both willing to run again.
- ⇒ Former City Hall: Spaces have been rented/leased.
- ⇒ Dentist Cotter scheduled to open on March 1st.
- ⇒ No favorable news on an optometrist. Undem should consult with Mrs. Rath.
- ⇒ Tiny Tornadoes: Peterson reporting
 - ❖ They are currently very full.
 - ❖ Roof has been redone but there were some other building issues that needed to be addressed.
 - ❖ Due to the fact they cannot find a person to take care of an after-school program, they are unable to offer this service.
- ⇒ Chamber updates: Quandt
 - ❖ Record Oakes Bucks Sales reported
 - ❖ Looking into programs for assisting businesses. OEI did COVID 19 relief grants totaling over \$51,000
 - ❖ Irrigation Days set for June 10-11-12-13, 2021.
- ⇒ Thompson reported on the merger of CHI with Essentia Health
 - She asked that anyone who has questions to call her to get correct up to date information.
 - Mergers are a slow process.
- ⇒ **Ongoing business**
 - Web site
 - Other
 - **For the good of the order**
 - Place on February Agenda:
 - ◆ Employee Salary
 - ◆ Mayor Zimmer
 - Board/Annual meetings: February 11, 2021. 7am

There being no further business the meeting adjourned.

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

- Items to keep in mind.**
- > DaVita Building
 - > Bakery
 - > Hollingsworth
 - > BagLady repayment (May 14, 2020- 2022)
 - > 2021 Baseball Tournament



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

BOARD MEETING

Date: February 11, 2021

Place: Oakes Community Meeting Suite

Time: 7:35am

Directors: Peterson, Hill, Conklin, Quandt, Zetocha, Schnell, Forward, Thompson

Advisory: Zimmer

Guests: Mayor Zimmer, City Council President O'Brien, Chamber Executive McGill

President Conklin called the Annual Meeting of OEI to order at 7:35am on Thursday, February 11, 2021. The meeting was held at the Oakes Community Center Meeting Suite with 9 board members and 2 guests in attendance.

Guests were welcomed and thanked for attending.

- Mayor Zimmer presented the need for updating the city siren system.
- There are currently 5 sirens of which most are not functioning.
- Upgrade to three sirens with battery backups
- Approximate cost is \$43,000.
- **M(Forward(S(Thompson)P): to donate half the cost of the sirens with funds from the Charitable Gaming Account.**
- Udem: Growing Small Towns
- Udem presented a sheet outlining what she is currently in the process of accomplishing and asking the board for directions to proceed.
- Forward and Udem will look at revising funding sheets to be more specific when businesses approach OEI. Zetocha will give them some insight as to what financial items would be beneficial to include in a funding request. Businesses could then come to the meeting better prepared.
- Some issues to be addressed, along with the above would be, accountability of where the funding is going and being used --- have other sources of funding been investigated -- remembering that each case is individual and how are they meeting the needs of the community to keep people here and bring revenue in from citizens outside of Oakes.

⇒ Secretary's Report:

- Approval of Secretary Report:
- **M(Forward)S(Zetocha)P: to receive and file the Secretary's report.**
- Electronic Voting: None for the month
- Correspondence
- Phone call from Jonda Praska of the Oakes Food Pantry stating once the door at their new location has been fixed -- they will post signs as to where to leave items. They are still collecting items in the entry of the former city hall building. She also thanked OEI for allowing use of the facility.
- FYI Former City Hall: I have set up the OtterTail Power bill to be even pay and an automatic withdrawal from the business checking account. Currently even pay will be \$193 per month.
- There seems to be some interest in renting other spaces.

⇒ Treasurer's Report:

- Review of the annual financials done by Ptacek at the annual meeting.
- **M(Hill)S(Forward)P: to receive and file the January Financial report**
- Housing Authority Loan status: common consensus was to leave the Housing Authority Loan as it currently sits in the financials.

- FYI: CD coming due in February at FCCU): **M(Hill)S(Thompson)P: to invest short term at 7 months.**
 - Employee salary
 - **M(Zetocha)S(Hill)P: to grant O'Brien a 5% increase.**
 - Other salaries will remain the same.
- ⇒ **Gaming**
- Report
 - Request for Funds: Reference Zimmer
- ⇒ **From the President**
- ⇒ **Business Items**
- ⇒ Oakes Truck & Trailer: any updates? No current updates or requests for funds
- ⇒ BagLady Construction: No current updates and did not request additional funding.
- ⇒ Former City Hall: No updates currently
- ⇒ Tiny Tornadoes: Peterson reporting
- ⇒ **M(Hill)S(Zetocha)P: to donate half the cost of the roof repair for a total of \$7500 with funds from the Charitable Trust Account. Peterson abstaining.**
- ⇒ Chamber updates: Quandt reporting
- ⇒ The city granted \$50,000 of sales tax dollars to fund the CARES program.
- ⇒ Irrigation Day is being planned and the Chamber will be in to request funding for the celebration.
- ⇒ **Ongoing business**
- Web site
 - Reference made earlier in the meeting.
 - Should the monthly financials be posted to the web site? The annual folders will be posted.
 - Other
- **For the good of the order**
 - Election of officers for 2021
 - **M(Forward)S(Peterson)P: to elect Art Conklin as President, Matt Hill as Vice President, and John Zetocha as Treasurer.**
 - **Signatories on OEI Accounts will be Gary Schnell, Becki Thompson, John Zetocha and Art Conklin.**
 - Board meetings: March 11, 2021. 7am

There being no further business the meeting adjourned at 8:25am.

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

- Items to keep in mind.**
- DaVita Building
 - Bakery
 - Hollingsworth
 - BagLady repayment (May 14, 2020- 2022)
 - 2021 Baseball Tournament



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Oakes Enhancement, Inc. (OEI)

Date: March 11, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Conklin, Hill, Zetocha, Peterson, Schnell,

Directors Absent: Quandt, Thompson, Forward

Advisory Present: Zimmer

Guests: Udem and Jeff Hoff

President Art Conklin called the March 11, 2021 meeting of the OEI Board of Directors to order at 7:02 am. The meeting was held at the Oakes Community Center Meeting Suite with 5 board members one guest and two advisory members present. The agenda was adopted as presented.

⇒ **Guests**

⇒ Jeff Hoff from Otter Tail Power

⇒ Otter Tail would like for a representative to become a member of the board.

⇒ **M(Schnell)S(Zetocha)P; to approve having a representative of Otter Tail as part of the OEI Board going forward in an advisory, non-voting capacity.**

⇒ Udem

⇒ Udem gave her report in oral and written form.

⇒ Revised BUMP and Resources Application forms were distributed. Meeting held with Udem, Forward and Hill

⇒ Devise an application for students – with counselor approval.

⇒ Project applications should be at the front end of the project instead of at the end or mid-way through.

⇒ Some additional tweaking will be done to the documents presented.

⇒ **Secretary's Report:**

○ **M(Hill)S(Schnell)P: to receive and file the minutes of the February Board and Annual Meetings.**

○ Electronic Voting: None for the month

○ Correspondence:

○ Thank you from Tornado Stop for the BUMP program grant.

⇒ **Treasurer's Report:**

▪ Housing Authority Loan status

▪ Zimmer did report there is some interest in the facility.

▪ Bank of ND payment made on General Irrigation – one installment remains.

▪ **M(Schnell)S(Hill)P: to receive and file the financial documents as presented.**

⇒ **Gaming**

▪ **M(Zetocha)S(Peterson)P: to receive and file the gaming report as printed.**

▪ Request for Funds: None currently

▪ Update on the Sirens

▪ Since receiving the funds – a grant opportunity came up and is being researched by the city.

⇒ **From the President**

• Conklin, in consultation with Mrs. Rath, reported there is interest in purchasing the business. Sanford and other parties are looking at making the Oakes Optometrist office a branch.

• Troy Schumacher is looking at opening a laundromat in the vacant lot in the 400 block of Main. Udem will visit with him.

• The purchase of CHI by Essentia is continuing

⇒ **Business Items**

⇒ Gordon Brummund Proposal

⇒ Undem will visit with Brummund and clarify what OEI expects to see from him.

⇒ **M(Hill)S(Schnell)P: Brummund should complete, in detail, the newly revised business application form– submit a business plan to OEI noting OEI would prefer working with a lead lender (who would have the business plan). Clarification is needed move forward.**

⇒ Some additional points brought forward: Where will this operation take place, need a copy of a license to grow Hemp, would need quality control inspection.

⇒ Oakes Truck & Trailer: No updates currently

⇒ BagLady Construction: No updates currently

⇒ Former City Hall: Maintains two renters

⇒ Tiny Tornadoes:

⇒ Until March 15th they are closed due to COVID 19. PPP plan has allowed them to pay staff.

⇒ Planning a fund raiser for new playground equipment

⇒ Approximately 40 are enrolled.

⇒ Chamber updates

⇒ Cares Program

⇒ \$5,000 has been given out.

⇒ Irrigation Days

⇒ Planning continues.

⇒ **Ongoing business**

▪ Web site

▪ Other

• **For the good of the order**

▪ Board meetings: April 8, 2021. 7am

Items to keep in mind.

➤ DaVita Building

➤ Bakery

➤ Hollingsworth

➤ BagLady repayment (May 14, 2020- 2022)

➤ 2021 Baseball Tournament

There being no further business the meeting adjourned at 7:55am.

Respectfully reported,

Audrey O'Brien, Secretary

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Oakes Enhancement, Inc.

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Oakes Enhancement, Inc. (OEI)

Date: April 8, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: Directors Present: Conklin, Hill, Zetocha, Peterson, Quandt, Schnell,

Attendance: Directors Absent: Thompson, Forward

Advisory: Hoff, Udem, (Zimmer was unable to attend)

Guests: Patricia Bergh (Good Sam), Shawn Ulmer (or Gary Schnell for Ulmer), McGill

President Art Conklin called the April 8, 2021 meeting of the OEI Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center Meeting Suite with six directors and four guests present. Conklin thanked everyone for coming, welcomed guests, and called on Patricia (Patty) Bergh to update the group on the status of the Good Samaritan Center.

Guests/Advisory

⇒ Bergh

Patricia (Patty) Bergh is the new director of the Good Samaritan Center in Oakes.

Good Sam is merging with Sanford which will take time to complete.

Bergh said they would not be relinquishing beds.

Push for all single habitation rooms

Census is mid 40's with a capacity of 59.

Lost 14 to COVID 19

⇒ Ulmer/Schnell

Schnell reporting: Ulmer would like to use the parking lot behind the Angry Beaver to host a street dance during Irrigation Days. Schnell is encouraging him to purchase the lot as an investment to the business. Price is negotiable.

⇒ Udem

Report: Udem explained her two reports: work done and available businesses/lots for sale or lease

Updated application documents: the documents were reviewed, and she will improve with the thoughts shared at the meeting.

⇒ **Secretary's Report:**

○ Approval of Secretary Report: **MM(Schnell)S(Hill): to receive and file the minutes of the March meeting as presented.**

○ Electronic Voting: None at this time

○ Correspondence: None at this time

⇒ **Treasurer's Report:**

▪ Approval of Financial report: **MM(Schnell)S(Zetocha)P: to receive and file the report.**

▪ Other

⇒ **Gaming**

▪ Report: **M(Hill)S(Schnell): to receive and file the March gaming report**

▪ Request for Funds:

▪ Oakes Area Chamber of Commerce

The Chamber is requesting funds for Irrigation Days 2021

Request tabled until after the City Council meeting

▪ Update on the Sirens

▪ In consultation with City Auditor Johnson – more proof of support is needed from OEI (more than the actual check) stating their support of this project. Minutes of the meeting where it was acted upon were forwarded.

⇒ **From the President**

- Helgerson proposal for leasing space at City Hall: withdrawn
 - Rath: Interest in the business but no movement forward at this time
 - Schumacker: Lot he is interested in will be put up for bid sale by the City.
 - CHI: Progress continues on the merger and a naming of the Oakes facility should be soon

⇒ **Business Items**

- ⇒ Gordon Brummund Proposal: No further information
- ⇒ Oakes Truck & Trailer: Moving forward- have not requested approved funds.
- ⇒ BagLady Construction: Will be paying back soon.
- ⇒ Former City Hall: no other movement
- ⇒ Tiny Tornadoes: All is going well. There will be some staffing changes which are always difficult.
- ⇒ Chamber updates
 - Cares Program: This worked well in Oakes. Thanks to McGill for managing the program.
 - Irrigation Days: See request for funds above.

⇒ **BUMP requests**

- ⇒ Growing Small Towns has requested BUMP funding for an exterior and interior project at 510 Main. Both projects would qualify for the max budget amount. Growing Small Towns is a 501©3 so the request is from gaming funds (it may not qualify)
M(Zetocha)S(Peterson)P: to fund both interior and exterior projects under the BUMP guidelines using Gaming Trust Funds if possible.

⇒ **Ongoing business**

- Web site
- Other
- **For the good of the order**
 - Board meeting: May 13, 2021. 7am

There being no further business the meeting adjourned at 8:25am.

Respectfully reported,

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

Items to keep in mind.

- > DaVita Building
- > Bakery
- > Hollingsworth
- > BagLady repayment (May 14, 2020- 2022)
- > 2021 Baseball Tournament
- > **Vculek Lease** needed in December.



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

Oakes Enhancement, Inc. (OEI)

Special Meeting

Date: Thursday, April 22, 2021

Time: 7:45am

Place: Starion Financial in Oakes, ND

Directors Present: Conklin, Hill, Zetocha, Peterson, Thompson, Schnell, Forward, Quandt

President Art Conklin called the Special Meeting of the OEI Board of Directors to order at 7:45am. The meeting was held in the Starion Lobby with all board members in attendance. The item of business was discussion and voting on the Irrigation Days Funding request from the Oakes Area Chamber of Commerce.

In electronic voting – a motion was made to fund \$15,000 of the requested funds. The motion died for lack of a second.

Discussion on the proposed budget took place and Quandt (Oakes Area Chamber of Commerce President) fielded all questions.

M(Schnell)S(Zetocha)P with Quandt abstaining from voting: to match the City of Oakes grant of \$10,000 to the Oakes Area Chamber of Commerce for 2021 Irrigation Days. This is to be a one time ask for this special year. Note: Irrigation Days was cancelled last year due to COVID 19 and a boost is needed to assist the various organizations and activities enabling them to offer events in 2021. Grant dollars are to come from the Charitable Trust in accordance with the Attorney Generals office.

There being no further business the meeting adjourned at 8:05am.

Respectfully reported,

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Oakes Enhancement, Inc.

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Oakes Enhancement, Inc. (OEI)

Date: May 13, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Conklin, Hill, Zetocha, Peterson, Thompson, Quandt, Schnell,

Directors Absent: Forward

Advisory Present: Hoff, Undem

Guests: Matt O'Brien

President Art Conklin called the May 13, 2021, meeting of the OEI Board of Directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with seven board members, one guest, and two advisory members present.

Guests/Advisory

⇒ **Matt O'Brien and Conklin**

⇒ O'Brien and Conklin discussed a Student Resource Officer for the Oakes Public School

⇒ This has happened in the past and would like to be implemented going forward.

⇒ Start up costs and funding are issues. They will apply for grants but do not want the position to be dependent upon grant dollars as they want the position sustainable.

⇒ Outfitting the officer is the primary concern at this time. Recommended officer for this position would be Jeremy Sitzler.

⇒ **M(Hill)S(Thompson)P: to approve the funding request of \$26,000 for the School Resource Officer contingent upon approval of the school – (Voting at the June meeting). Funds from the Charitable Gaming Trust.**

⇒ **Undem**

⇒ Property listing contact will be Growing Small Towns--Undem

⇒ See Undem report for additional items covered.

⇒ NOTES: Art and Flowers building is for sale. Northside Treats and Eats is operational but would like to sell.

⇒ **Secretary's Report:**

○ Approval of Secretary Report: **MM(Schnell)S(Hill)P: to receive and file the minutes of the April 8th and 22nd meetings.**

○ Electronic Voting: None currently

○ Correspondence: Sent letters/notes to Patty Bergh, Hollingsworth, Oakes Area C of C

⇒ **Treasurer's Report:**

▪ Approval of Financial report: **M(Schnell)S(Zetocha)P: to receive and file the financials as presented.**

▪ CD at FCCU: Due on the 22nd – guidance was to invest around 12 months for the best rate at the time.

▪ Other

⇒ **Gaming**

▪ Report: **M(Zetocha)S(Schnell)P: to receive and file the report as printed.**

▪ Adding machines at the Last Shot

▪ Request from Lacey Roberts (she did discuss with the gaming manager)

- **M(Schnell)S(Hill)P: to honor the request to install 2 additional machines providing there is no cost for the equipment.**
- Request for Funds:
- **Dickey County Fair: M(Thompson)S(Schnell)P: to donate \$500 with funds from the Charitable Gaming Account**
- **Dickey County Relay for Life: M(Schnell)S(Zetocha)P: to donate \$100 with funds from the Charitable Gaming Account**
- Update on the Sirens: the grant was approved and when a bill arrives at the city, they will contact OEI for the amount agreed upon which was half.

⇒ **From the President**

- Rath: Optometrist: upbeat on the sale – things are looking good but still a ways to go.
- Schumacker: Laundromat: Troy is hopeful this will happen.
- Dental Building: Waiting for a Small Business Loan to come through.
- Four areas that need to be addressed: Roof, Sandblast & paint exterior, ADA compliant ramp to the front door, and signage.
- A proposal needs to be brought forth.
- Former City Hall Building: ceiling falling down and has been repaired.
- Fire Department Building: Remember the \$100,000 commitment to this project.

⇒ **Business Items**

- Gordon Brummund Proposal: Udem contacted but no reply.
- Oakes Truck & Trailer: moving forward.
- BagLady Construction: no updates
- CHI: Business as usual, talks continue on the merger
- Parking Lot behind the Beaver: no updates
- Tiny Tornadoes
- Director Sarah Neer has resigned.
- One lead was given: Jodi Bosse.
- Chamber updates
- Irrigation Days is their focus.
- Employment issues
- This is a topic the chamber will address following Irrigation Days.

⇒ **Ongoing/Additional business**

- **Dollar General**
- Schnell has been visiting with their regional manager and problems at this location are seemingly being handled and things should improve soon.
- **Oakes Housing Authority**: Schnell reporting
- **M(Zetocha)S(Hill)P (with Schnell abstaining from voting): to accept payment on the loan of \$15,000 and cancel the remaining debt.**
- **JDA**: Schnell reporting
- Thoughts to put on a Job Fair.
- From Karla Hoelscher – former Job Service ND Employee in Oakes – suggested not to rush into anything but plan carefully.
- Perhaps in the fall

- **For the good of the order**

- Invitation to the school **TURF Grand Opening on Monday, May 17th** 4-6pm A photo with OEI Board Members will take place at **5pm**. Please try to attend and plan to be in the photo
- Board meeting: June 10, 2021. 7am

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

Respectfully reported,

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

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- BagLady repayment (May 14, 2020- 2022)
- 2021 Baseball Tournament
- **Vculek Lease** needed in December.



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

Date: June 10, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

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

Directors Absent: Conklin and Thompson

Advisory Present: Udem

Guests: Robert Hernandez-Waite – DBA AHR Construction

Vice President Matt Hill called the June 10, 2021, meeting of the OEI Board of Directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with six board members, one guest, and one advisory member present.

Guests/Advisory

- ⇒ Robert Hernandez-Waite – DBA AHR Construction
- ⇒ Putting up a shop on 7th street to house his business and his wife's embroidery business.
- ⇒ **M(Forward)S(Schell)P: to grant \$10,000 and provide a CD secured loan for \$15,000 contingent upon providing the proper paperwork and applications forms.**
- ⇒ Udem:
- ⇒ See accompanying sheet with notes.

⇒ Secretary's Report:

- **M(Schnell)S(Peterson)P: to receive and file the minutes of the May 2021 meeting.**
- Electronic Voting: None for this month
- Correspondence
- Letter from Water Board – scanned and sent to Julie Vculek.
- The secretary will complete the process and get in contact with the Water Board.
- Thank you from Bear Creek Roughriders and Oakes Area Chamber of Commerce
- Turf Thank you from the kids at school.

⇒ Treasurer's Report:

- **M(Schnell)S(Zetocha)P: to receive and file the report as explained.**
- CD at FCCU: Just let it roll over to another 12 months.
- Other: None currently

⇒ Gaming

- Report: The report was adopted as presented
- Adding machines at the Last Shot: No report if the machines have arrived and been installed.
- Request for Funds: None currently
- Update on the Sirens: With the grant the city received – the OEI portion was \$15,000 and has been paid.

⇒ From the President

- Rath: Covered in the Udem report
- **Schumacker: Laundromat: Remove from agenda**
- Dental Building: Udem did not have a response to her conversations.

- Former City Hall Building: Nothing to report
- Fire Department Building: Nothing to report – Udem will check to see how much progress is being made and clarify how OEI will distribute their pledge.
- Updates on School Resource Officer: This passed the School Board so a check will be issued to the City of Oakes for \$26,000.

⇒ **Business Items**

- **Gordon Brummund Proposal: remove from agenda.**
- Oakes Truck & Trailer: work is moving along – no request for pledged funding.
- BagLady Construction: no new updates
- CHI: The merger with Essentia is no longer on the table.
- Parking Lot behind the Beaver: No updates or offers to purchase.
- Tiny Tornadoes: Needs staff. They would have more children if staff were available.
- Chamber updates: Irrigation Days in full swing. Planning an event for State Legion Ball tournament. Working on the web site
- Employment issues: working on the web site for placing job listings and the like.
- RV / campgrounds are an issue: Lions looking at an area behind Casey's. Udem will work on this.

⇒ **Ongoing business**

- Other: None currently
- **For the good of the order**
 - Thank you to all who came to the school for the photo at the Grand Turf Opening.
 - Board meeting: July 8, 2021. 7am

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

Respectfully reported,

Audrey O'Brien, Secretary
 Oakes Enhancement, Inc,
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 Oakes, ND 58474

Items to keep in mind.

- DaVita Building
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- Hollingsworth
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- 2021 Baseball Tournament
- **Vculek Lease** needed in December.



Oakes Enhancement, Inc.

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Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

Date: July 8, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Zetocha, Peterson, Quandt, Schnell, Forward, Thompson

Directors Absent: Hill

Advisory Present: Udem, Hoff, O'Brien

Guests:

Treasurer John Zetocha called the July 8, 2021, meeting of the OEI Board of Directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with six board members, and three advisory members present.

Guests/Advisory

⇒ Udem: Pages 5 and 6

- Bicycle tour through Oakes: campsites: checking into getting electricity to the south side of the Historical Park as possible campsites -- no water just electricity. Need to convince the Historical society. This is just a temporary location. Searching for a more permanent area (two locations are possible – on the highway between the hospital and motel and an area behind Casey's)
- Website updates: Udem has done research and found that the OEI/City provider gives great service and is an extremely good deal.
- **M(Schnell)S(Forward)P: to move forward with pursuing updates to the web site pending approval of the City as they currently pay half of the contract.**
- No forward movement on a Department of Transportation Drivers License Kiosk
- Local cell phone store: They are no longer in smaller markets.
- From June/July report
 - Chris Schmit: Gym in DaVita building and possible campsite
 - Pursue housing incentives for the community.
 - Applied for Main Street Initiative Artists on Main grant: Not selected.
 - Rural Roundtable: July 29, 2021
- Remote employment, Expanded Markets, Ag Tech Start Ups
- Inforum Article: Growing Small Towns

⇒ **Secretary's Report:**

- Approval of Secretary Report: **M(Schnell)S(Thompson)P: to receive and file the minutes of the June 2021 meeting.**
- **Electronic Voting:** text vote: AHR Construction to issue the grant funds as the paperwork application was turned in.
- Motion passed to release the \$10,000 grant to AHR Construction and use the CD coming due in July at Starion's the pledged CD Secured Loan
- **Electronic voting** for Fireworks funding passed: \$1000 from Gaming Trust
- **Electronic voting** for Memorial for Art Conklin passed: flowers and from the gaming trust \$200 for the school memorial project.
- Correspondence
- Thank you from Dickey County Fair Board and complementary tickets to Fair Events

⇒ **Treasurer's Report:**

- Approval of Financial report: **M(Forward)S(Schnell)P: to receive and file the financial report as printed.**
- New signature cards: will update at a later time.

- CD at Starion – reinvest for 5 years – as the CD secured loan for AHR construction -- do you want to take the overage and put in the OEI Savings account? Agreed to put in Checking account.
- Kustom Machine interest buydown has been paid in full.
- **M(Schnell)S(Forward)P: to shorten the length of time to repay the interest buydown for Shadow Lanes: \$5000 in 2021, \$5000 in 2022 and the remainder in 2023.** The office checked to make sure any funds not used would be returned if OEI paid off their portion early.
- Other

⇒ **Gaming**

- Report: No report available as data is missing. Will send to Board members when completed.
- Adding machines at the Last Shot: Recommendations from Roberts: page 17
 - The board thought it a good idea to have machines with different games provided there is no extra costs/fees and no extra wages.
- Request for Funds:
- Premium sale at the Dickey County Fair (Saturday, July 10, 2021 – 5pm): page 20: The board agreed that sponsoring the entire Dickey County Fair (which they have already done) is a better use of funds.

⇒ **Business items**

- Rath: No updates- Udem pursuing
- Dental Building- no updates – Udem pursuing
- Former City Hall Building- Udem mentions when asked about business locations.
- Fire Department Building: No updates
- Oakes Truck & Trailer: Have not requested any promised funding.
- **BagLady Construction: Funds received. Remove from agenda.**
- Parking Lot behind the Beaver: no updates
- Tiny Tornadoes: pages 18 & 19: pages
 - Peterson reported staffing is hard.
 -
 - There are two employees interested in a co-manager situation.
- Chamber updates
 - Covered by Udem
 - Job Fair still being planned for the fall.
 - JET program at the school
 - Job listings for the community
- Employment issues: continues

⇒ **Ongoing business**

- Other
- **For the good of the order**
 - Thank you to all who attended the funeral for Art Conklin.
 - Thank you for the responses to electronic/text voting.
 - Rural Resource Roundtable: July 29, 2021 (Thursday): RSVP to Growing Small Towns
 - ELECTION OF Vice President/ President: Take this up at another meeting when the city has filled their vacancies.
 - Board meeting: August 12, 2021. 7am
- There being no further business Schnell moved to adjourn the meeting at 8:02am

<u>Items to keep in mind.</u>
➤ DaVita Building
➤ Bakery
➤ Hollingsworth
➤ 2021 Baseball Tournament
➤ Vculek Lease needed in December.

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. (OEI)

Date: August 12, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Zetocha, Schnell, Forward, Hill, Thompson

Directors Absent: Peterson, Quandt

Advisory Present: Udem, Hoff, O'Brien

Guests: Wiek, Seyer

President Matt Hill called the August 12, 2021, meeting of the OEI Board of Directors to order at 7am. The meeting was held at Oakes Community Center, Meeting suite with five board members, three advisory members, and four guests in attendance. Hill began the meeting calling upon the guests.

Guests/Advisory

⇒ **G. Wiek**

⇒ Wiek presented his proposal for his corn grinding business.

⇒ **Bagley**

⇒ Bagley was unable to present today and will present later this month or at the next meeting

⇒ **Seyer**

⇒ Brian and Marc Seyer presented Silver Coin Laundry.

⇒ **Bollinger: B & B Gardens**

⇒ Bollinger was unable to present today

⇒ **Udem:**

⇒ Udem went through her report which also involved the Chamber report

⇒

⇒ **Secretary's Report:**

○ Approval of Secretary Report:

○ **M(Schnell)S(Zetocha)P: to receive and file the report as presented**

○ Electronic Voting: None at this time

○ Correspondence: None at this time

⇒ **Treasurer's Report:**

▪ Approval of Financial report:

▪ **M(Schnell)S(Forward)P: to receive and file the report as printed**

▪ Interest buydown for Gabrielles Better Half and Great Frontier Meats

▪ Tabled until later in the meeting

▪ CD at Starion – Status as part of AHR Construction CD Secured Loan

▪ Zetocha will check on the progress of this project and the CD

▪ CD at FCCU

▪ O'Brien will check the rates and email to the board members at the proper time

▪ Release of BUMP funds for Growing Small Towns

▪ With invoices presented, it was agreed to release the funds to Growing Small Towns

⇒ **Gaming**

▪ Report: The report for July was reviewed

▪ Cash Bank: O'Brien will check with the gaming employees to see how much cash bank is actually needed with the addition of the new machines

▪ Rent with new machines: Rent was agreed upon at \$850 per month and to back pay a half month since they were installed in mid-July

▪ Request for Funds:

▪ Active Arts Club, Inc. / Oakes Public School for Missoula Children's Theatre

- **M(Zetocha)S(Schnell)P: to award \$1800 with funds from the Charitable Trust Account.**
- ⇒ **Business items**
- Voting on guest proposals
 - Wiek: It seems this project is not in the scope/parameters of OEI. Hill will visit with Mr. Wiek
 - Bagley: On hold
 - **Seyer: M(Thompson)S(Zetocha)P: to grant \$5000 for the Silver Coin Laundry**
 - Bollinger: this is postponed
 - Tiny Tornadoes updates: see accompanying sheet in the agenda
 - Chamber updates: Communicated with Udem report
- **Voting from treasurer's report**
- M(Schnell)S(Forward)P: to pay the billing to the Bank of North Dakota on the interest buy-downs for Gabrielle's Better Half (\$3000) and Great Frontier Meats (\$1500). Would like to pay these off next year.**
- Schnell inquired if there was any forward movement from the Department of Transportation on a renewal kiosk for Oakes. Udem has been trying to contact them but calls have not been returned
 - Zetocha mentioned Service Master is looking for a building and told them about the former City Hall building.
- ⇒ **Ongoing business to discuss if necessary**
- Rath:
 - Dental Building
 - Former City Hall Building
 - Fire Department Building
 - Oakes Truck & Trailer: any updates?
 - Parking Lot behind the Beaver: updates
 - Employment issues
 -
 - **For the good of the order**
 - ELECTION OF Vice President/ President – on hold for City decisions.
 - Board meeting: September 9, 2021. 7am
 -
- There being no further business Schnell moved to adjourn the meeting at 8:10am.

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

- Items to keep in mind.**
- DaVita Building
 - Bakery
 - Hollingsworth
 - 2021 Baseball Tournament
 - **Vculek Lease** needed in December.
 -

August ED Report from Growing Small Towns

Businesses Supported:

1. Silver Coin (requesting)
2. 2G Grinding (requesting)
3. B & B
4. Chris Schmit

Training Offered:

1. Podcasting 101 - July 27
2. Coming up this month:
 - a. Business Funding Ideas - August 24
2. ND Corn Growers (today)
3. ND Women's Business Center (August 19)
4. Grand Farm (September 2)

Other:

Regional:

- Rural Resource Roundtable Event - July 29
 - 36 leaders on the bus, 100 at main event
 - Collaborations are in the works for 4 companies regarding remote employment and 5 companies for program/service expansion
- So far, events hosted in our space have generated \$5,000 in locally spent \$ and we hosted 170 people
 - BankNorth loan meeting, Rural Resources, Early Childhood Literacy
- CanDak Bike Tour
- State Legion Baseball

Grants:

- GST was written into a USDA RISE grant with Grand Farm in Fargo
- Working on a collaborative grant with FM Chamber

Press/PR:

- FMEDC writeup in their newsletter about the tour
- SCRC writeup in their newsletter about the tour

Local:

- Continue to meet with business owners
- Submitted the ShopKo to building to Commerce - it met the specs for a manufacturing RFP



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

Date: September 9, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Thompson, Quandt, Schnell,

Directors Absent: Forward

Advisory: Hoff, N O'Brien

Employees: Udem, Secretary

Guests: Dale Jensen, Cindy Bagley

President Matt Hill called the September 9, 2021, meeting of the OEI Board of Directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with six directors, two guests, two advisory and two employees in attendance. Guests were called upon first.

Guests/Advisory/Employee

⇒ **Dale Jensen**

⇒ Jensen teaches Introduction to Humanities at Oakes High School in conjunction with Concordia University in Jamestown. The class, which he has taught for six years, is highly successful. Voting for funding takes place later in the meeting.

⇒ **Cindy Bagley**

⇒ Bagley is very serious about purchasing the former City Hall and is hoping to have her paperwork with lenders and the like, done later this month. She inquired about the asking price for the building which has been said was \$125,000.

⇒ Udem:

⇒ Udem gave her report and will send a copy to the secretary.

⇒ **Secretary's Report:**

- Approval of Secretary Report: **MM(Schnell)S(Zetocha)P; to receive and file the minutes of the August 2021 meeting.**
- Electronic Voting:
- Additional \$2000 for the gaming cash bank passed via electronic voting.
- Correspondence: Thank you from the Conklin Family

⇒ **Treasurer's Report:**

- Approval of Financial report: **MM(Zetocha)S(Schnell)P: to receive and file the treasurer's report as presented and explained.**
- Friends of Fine Arts and Academics: **MM(Thompson)S(Quandt)P: to invest in the Star sponsorship at \$100 with funds from the Charitable Gaming Trust Account.**
- CD at Starion – Status as part of AHR Construction CD Secured Loan: No change on status since last month's reporting
- CD at FCCU: **MM(Thompson)S(Schnell)P: to reinvest for 12 months with an Add A Buck CD (if available to a business) at .20%. Zetocha abstained from voting.**
- **CD at Bank North: (Thompson)S(Schnell)P: to roll over to 12months at .15% Zetocha abstain.**
- Reworking the check signing process
- **MM(Quandt)S(Thompson)P: to check into having Ptacek Financial Services do electronic transfers for wages and if accounts are not available to have a number of pre-signed paper checks left with them to use for wages.**
- Oakes Truck and Trailer release of funds - new figures - pages 22 & 23 **MM(Schnell)S(Thompson)P: to release the funds to Oakes Truck and Trailer in the form of a**

grant only at \$20,361.60 and forgo the figures from December since they changed in the downward direction.

- ⇒ **Action from December 2020: Oakes Truck and Trailer: Julie Mangnall reporting**
- ⇒ Mangnall gave a brief history of the business.
- ⇒ Requesting \$60,000 loan with a \$30,000 payback and once the \$30,000 is paid back is to grant the remaining \$30,000.
- ⇒ **M(Schnell)S(Spellerberg)P: To accept the proposal working with a lead lender to figure out the best way to handle the funding.**

⇒ **Gaming**

- Report: The report was reviewed
- Cash Bank: All are fine with this
- Insurance:
 - Zetocha will check with Chad Rexine (manages gaming for Hole-In-One Foundation) to see how they their cash banks are set up with the bar taking charge of the cash.
 - Heritage Insurance has increased the thief coverage to \$50,000 at no additional cost. It was also stated that claims where cash is involved are hard to determine and collect.
- Request for Funds:
 - Growing Small Towns – **MM(Peterson)S(Schnell)P: to grant \$2300 to Growing Small Towns for media work for the City of Oakes. Funds from the Charitable Gaming Account.**

⇒ **Business items**

- Voting on guest proposals
- **MM(Quandt)S(Peterson)P: to grant \$1500 in scholarships for the Humanities class Jensen teaches. The funds will come from the Charitable Gaming Account and the check is made out to the school who determines how the funds are distributed to the students involved.**
- Tiny Tornadoes updates
- Peterson reporting: Staff is full. Things are going well with the Co-directorships.
- Chamber updates
- Community Bleacher repair costs were discussed and how the bill should be paid. It will be taken to the Oakes School Board for discussion. Costs for the repairs done \$2500.
- Lincoln Oakes Nursery: Looking to turn this into a learning site and campground – Updates later.

⇒ **Ongoing business to discuss if necessary**

- Rath:
- Dental Building
- Former City Hall Building
- Fire Department Building
- Parking Lot behind the Beaver: updates
- Employment issues
- **For the good of the order**
 - Board member positions: On hold until the city council positions are filled
 - Board meeting: October 7, 2021. 7am - one week early
 -
- There being no further business the meeting adjourned at 8:25am.

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- **Vculek Lease** needed in December.

Respectfully Reported,

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

September ED Report from Growing Small Towns

Businesses Supported:

1. Chris Schmit

Training Offered:

1. Business Funding Ideas - August 24

2. Coming up this month:

a. Holiday Marketing Strategies - September 28

2. Grand Farm - hosted 20 local farmers to discuss opportunities for future development within our region

3. Women's Business Center - hosted 12 people from the region

Other:

Regional:

- Rural meeting on 9-8-21
 - Pursuing opportunities for a regional job board, including a Rural Champion program to be deployed with key FM-Area employers that offer remote employment
- Will include a regional job fair
 - Regional marketplace for brick and mortar/artisans
- Regional "Etsy"
 - Small-town spotlight opportunities with Chris Berg from POV - starting with Oakes

Grants:

- Cass County Electric Grant for GST
- Arts grant for GST
 - Also shared with Active Arts
- Pursuing a partnership with their group for use of the facility and co-branding of arts/culture events

Press/PR:

- Aberdeen American News article

Local:

- Submitted the ShopKo to building to Commerce - it met the specs for a manufacturing RFP
 - Call from Kevin Sonsalle
 - James Leiman stated there is a \$1B company looking to move here
- Opportunity to co-develop an arts immersion curriculum in Oakes
 - FM Arts Partnership



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

Date: October 7, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Peterson, Thompson, Quandt, Schnell

Directors Absent: Zetocha, Forward

Advisory: Not available

Employees: Udem, Secretary

Guests: Jeremy Sitzler, Doug Sitzler, Buck Cotter, Nadia Cotter

President Matt Hill called the October 7, 2021, meeting of the OEI Board of Directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with five directors, four guests, and two employees in attendance. Guests were called upon first.

Guests/Advisory

⇒ **Jeremy Sitzler: Oakes Fire Department/District**

⇒ Sitzler estimated the pledge from OEI should be \$121,382.25

⇒ Questions arose about the land for land trade – was it value for value or a simple trade

⇒ Research will be done

⇒ In past conversations, Conklin seemed to indicate the pledge from OEI should have been down to \$75,000 with the bills incurred in securing the land by the railroad

⇒ **Buck Cotter**

⇒ Cotter presented requesting \$25,000 to make the front entrance to his Dental Building ADA compliant

⇒ Voting later in the meeting

⇒ Udem:

⇒ Report is attached. Gevo was the issue taking most of the time

⇒ **Secretary's Report:**

○ Approval of Secretary Report: **M(Schnell)S(Quandt)P: to receive and file the minutes of the September 2021 meeting.**

○ Electronic Voting:

○ CD at Starion – invest for 25 months

○ Lease for back garage at Former City Hall (\$350 per month)– note upgrades done by Hill

○ Correspondence:

○ Letter from OHS for supporting activities:

○ **M(Schnell)S(Peterson)P: to invest in the sponsorship program at the gold level of \$500 with funds coming from the Charitable Gaming Account.**

⇒ **Treasurer's Report:**

▪ Approval of Financial report: **M(Schnell)S(Quandt)P: to receive and file the September 2021 Treasurer's report as printed**

▪ Otter Tail Power Billing at Former City Hall: Page 14

▪ BUMP: KDDR: pages 15-17

▪ Hill will look into this matter. The request is coming late as the work was done and billing completed in March. And – it seems the project was not approved prior to the start.

▪ Vculek land lease: Tabled in lieu of the Gevo issue. it appears if the lease is issued anywhere from \$145 to \$200 per acre seemed to be fair.

▪ CD activity: this has been taken care of.

⇒ **Gaming**

▪ Report: accepted by consensus

- Insurance: No updates at this time – Zetocha was going to speak with Rexine concerning the business where the gaming operation is taking place to own the cash bank.
- Request for Funds: See letter from the OHS: Pages 18-19: see above for voting

⇒ **Business items**

- Voting on guest proposals
- COTTER: **M(Quandt)S(Peterson)P: to look at the proposed funding request as an exterior BUMP project and fund using BUMP guidelines. When the project is completed, and receipts presented to OEI funding can occur.**
- Tiny Tornadoes updates: None currently
- Chamber updates: Holiday approaching

⇒ **Ongoing business to discuss if necessary**

- CD at Starion – Status as part of AHR Construction CD Secured Loan
- Bleacher repair funding – Park Board is working on this
- Rath business
- Former City Hall Building
- Parking Lot behind the Beaver: updates
- Employment issues

- **For the good of the order**

- Board member positions: on hold
- Next Board meeting: November 11, 2021. 7am

<p><u>Items to keep in mind.</u></p> <ul style="list-style-type: none"> ➤ DaVita Building ➤ Bakery ➤ Hollingsworth ➤ Vculek Lease needed in December. ➤
--

- There being no further business the meeting adjourned at 8:25am

Respectfully Reported,

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

October ED Report from Growing Small Towns

Businesses Supported:

1. Chris Schmit – no updates presented
2. Dollar General – no updates presented
3. Lisbon Vet Service – no updates presented
4. Gevo---- looking at the year 2024

Needing a site – farmers, presently, seem unwilling to sell land

Need access to rail

Water and Sewer

Natural Gas

70 jobs – Corn into Jet Fuel

5. Fit4U Nutrition – no updates presented

Training Offered: on behalf of GST

1. Holiday Marketing Strategies - September 28
2. Coming up this month:
 - a. Holiday Merchandising - October 26

Other:

Regional:

- Main Street Summit - October 12
- EDND Conference - October 13-14

Grants: all done on behalf of GST.

- Arts grant for GST
- Also shared with Active Arts
 - Pursuing a partnership with their group for use of the facility and co-branding of arts/culture events
 - EDA grant with FM-Chamber

Press/PR:

- Live Small-Town Spotlight - September 29

Local:

- Rebranding photoshoot - October 6-- this is work on the web site and funded by the City of Oakes who partner with OEI to support the site. These updates are part of the contract OEI and the City have with the web developer.



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

Date: November 11, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Thompson, Quandt, Zetocha, Peterson, Hill, Schnell, Forward

Directors Absent:

Advisory: N O'Brien

Employed/leased: Udem, Secretary

Guests: Chris Schmit

President Matt Hill called the November 11, 2021, meeting of the OEI Board of Directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with seven directors, one guest, one advisory and two leased/employees in attendance. Guests were called upon first.

Guests/Advisory

⇒ Chris Schmit is looking at establishing a gym using the equipment from the current business, Ryan Lagodinski's "The Jim". He went through his proposal with additions he would like to include in the facility and extra services to clients. Voting on his proposal occurred later in the meeting with these results:
MM(Forward)S(Schnell)P: to loan Schmit \$15,000 contingent upon having contracts in place with JT Homan and Ryan Lagodinski. The 0% loan would be for three years. Schmit will be required to provide an annual update after which the \$5000 annual payment will be waved provided the business is open, viable and in good standing.

⇒ Udem:

BEK Network proposal

➤ Quandt explained most of this proposal

➤ **MM(Quandt)S(Schnell)P: to invest in the \$5500 package split three ways between the City, OEI, and the Chamber – contingent upon City approval to participate.**

⇒ **Secretary's Report:**

○ Approval of Secretary Report:

○ **MM(Schnell)S(Forward)P: to receive and file monthly the Secretary, Treasurers, and gaming reports, having had the board members read through them prior to the meeting making sure there are no questions or concerns to address. This is to become a standing rule.** This action would eliminate the need to receive for filing these monthly reports.

○ Electronic Voting: None currently

○ Correspondence:

○ Membership investment from the Oakes Area Chamber of Commerce

○ USDA Dickey County FSA Office: Ballot: O'Brien was instructed to take care of this matter

⇒ **Treasurer's Report:**

▪ Approval of Financial report: See above Standing Rule

▪ Voting on BEK Network Proposal: Voting results listed above

▪ Voting on Oakes Area Chamber of Commerce Membership Investment

▪ By common consensus it was agreed to invest in membership in the Oakes Area Chamber of Commerce at the rate listed on the form. \$50.

⇒ **Gaming**

▪ Report: See above Standing Rule

▪ Insurance: any updates on how cash banks are handled with other gaming operations

▪ Zetocha continues to pursue this matter

▪ Request for Funds: none at this time

⇒ **Business items**

- Financing discussion concerning Oakes Fire Department
 - In searching through the minutes from December 2017 to present – the original motion stated OEI would invest in the new Fire Station up to \$100,000. Land swap concerns were raised about the differential in the lands swapped (Railroad property vs the parking lot behind the Angry Beaver Lodge). The price differential is approximately \$23,000. It was agreed that OEI would still honor the \$100,000 and not take into consideration the \$27,000 they have already invested.
 - It was agreed not to issue any funds until the project is more concrete with funding.
 - Thompson will communicate with Jeremy Sitzler concerning the funding and fund-raising process
 - Hill: BUMP discussion for KDDR
 - The secretary will draft a letter stating projects need to be pre-approved before OEI will grant funding. Consequently, this project will not qualify as the papers were filed well after the project was already completed.
 - Vculek land lease – due in December
 - **MM(Forward)S(Schnell)P: to lease at \$145 per acres with all other aspects of the lease remaining the same.** Schnell will check with the Vculeks and have Paradis Law draw up the necessary papers.
 - Tiny Tornadoes updates
 - Currently closed due to COVID
 - Chamber updates
 - Anthony Bruhn will be taking over as the President as Quandt has fulfilled her term. Quandt was thanked for her valued service to the OEI Board and to the Oakes Area Chamber of Commerce.
- ⇒ **Ongoing business to discuss if necessary**
- CD at Starion – Status as part of AHR Construction CD Secured Loan
 - Zetocha reported this project is moving forward and could be finalized in December.
 -
- **For the good of the order**
 - Board member positions: on hold
 - Board meeting: December 9, 2021. 7am
 -

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- Rath Business
- Parking Lot behind Beaver
- Former City Hall Building

There being no further business the meeting adjourned at 8:47am.

Respectfully Reported,

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

November ED Report from Growing Small Towns 2021:

- OEI = Oakes Enhancement, Inc
- GST= Growing Small Towns
- GSTOAC: Growing Small Towns Oakes Area Chamber

Businesses Supported:

1. Chris Schmit – voting took place at the meeting and Udem will communicate with Schmit
2. Dollar General - now hiring 16-year-olds! Oakes has a new manager.
3. Gevo: Zetocha will make some contacts to set up a meeting with farmers to get versed in this program -- 240 acres with access to both rail lines
4. Addison K (McGill) Designs - working one-on-one with her

Training Offered:

1. Holiday Merchandising - October 26
2. Coming next month:
 - a. Online Sales Strategies - November 23

Other:

Regional:

- Housing Study - November 3
 - Will take roughly 5-6 months; same consulting firm as used in 2013
- Lunch n' Learn plan for 2022
 - Host regular sessions free for Chamber members, charge for regional employers interested in attending
 - Theme of 2022 is workforce development - will send a survey to Chamber members about list of potential topics
- Regional Job Fair - planning for February

Grants:

- Active Arts is partnering with GST
- Shelley Larson + Friends Art Open House - December 9

Press/PR:

- BEK TV spot opportunity - November 17 – see voting from the meeting

Local:

- BIO Girls program: 12 weeks – girls aged 2nd to 6th grades – Beauty inside and out
 - County-wide
 - Applied for OACF grant to kickstart opportunity (\$1000) total cost is \$4,000
- Newcomer's Social
 - Bi-annually
 - Hosted at GST
 - First is on November 30
- Working with school, city, and employers to identify new residents

- Community Development Summit
 - Dates/times? Set up after the new year. Evening meeting with City, Chamber, OEI, and school. Meet twice per year for 2 hours or less. Object to pass along information.



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

Date: December 9, 2021

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Zetocha, Peterson, Hill, Schnell

Directors Absent: Thompson, Forward, Quandt

Advisory: N O'Brien, J Hoff

Employed/leased: Udem, Secretary

Guests: Larry Engel, Kausha Magill, Elle Cline, B Harris, B Haberman

President Matt Hill called the December 9, 2021, meeting of the OEI Board of Directors to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with four directors, five guests, two advisory and two leased/employees in attendance. Guests were called upon first.

⇒ Larry Engel and Udem reporting

- a. The sign at the intersection of the school was donated by the Gulsvig Family. No one is sure who owns the sign. The school has been maintaining the sign.
- b. It seems there should be updates to the sign as technology has greatly improved
- c. Cost for the project is approximately \$58,000
- d. Items that need to be addressed:
- e. who will own the sign and who will maintain the sign?
- f. Who will update the signs information?
- g. Udem, Magill and Engel will continue work on this project

⇒ The DECA Students: Cline, Harris, Haberman

- a. These students developed a project to assist Sight Impaired students with equipment they can use to improve their skills and life experience in the school.
- b. **M(Peterson)S(Zetocha)P: to donate the requested \$2000 to this project. Funds from the Charitable Trust Account.**

⇒ Udem Report (report included in agenda papers)

- a. **M(Peterson)S(Schnell)P: to pay the \$75 annual fee for the Grant Finder program.**

⇒ *Duly noted as per the standing rule adopted in November 2021 – there were no questions concerning the minutes of the November meeting and no questions on the financials and gaming reports, so they are to be received for filing.*

⇒ Secretary's Report:

- Electronic Voting: none this month
- Correspondence:
- Membership in EDND: Last year \$275

⇒ Treasurer's Report:

- Voting on EDND membership (included in agenda papers)
- **M(Zetocha)S(Schnell)P: to renew membership in EDND at the rate of \$275.**
- Real Estate Taxes (copy included in agenda papers) – for information only
- BUMP for new windows at KDDR building (copy included in agenda papers)
- **M(Zetocha)S(Peterson)C: to approve the submitted project for new store front windows.**
- Release of funds for Chris Schmit – have the requirements been met

- Undem will get the necessary required papers (Lease from JT Homan for the building and from Lagodinski for the equipment) prior to releasing the funds.

⇒ **Gaming**

- Report: emailed
- Insurance: any updates on how cash banks are managed with other gaming operations
- Zetocha continues work on this management issue
- Request for Funds: Nome Schoolhouse (copy included in agenda papers)
- With no motion to support the request – the request for gaming funds will not be honored.

⇒ **Business items**

- Financing discussion concerning Oakes Fire Department
- Thompson has not heard back from J. Sitzler
- Housing Development
- Would like to see work done in this area
- Property Inventory
- Would like to have see the updated listing posted
- Status of web site
- Undem reported AvidHawk continues work on the updating the site
- Hill: BUMP discussion for KDDR: letter sent with reasons listed on BUMP program
- For information only
- Vculek land lease – due in December
- Paradis Law drafted a new lease and Schnell saw to it that it was signed
- Tiny Tornadoes updates
- All is good – they are short staffed as are most businesses
- Chamber updates
- From Magill: working on the holiday promotion, election of new board members and push to make sure people cash their COVID Oakes Bucks which expire at the end of the year.
- There was discussion on the BEK television show. The City did not support the project and OEI participation was based on City participation – Chamber Executive Magill asked if OEI would be willing to participate in the initial third of the cost of the project. Questions arose as to the status of the ad contract with the Chamber. This will be looked into and report back. OEI seems willing to discuss when more board members are present for their input.
- Annual Meeting: Bylaws – in the first quarter of the new year
- Date will be the regular meeting date of the second Thursday in March -- this was cleared with Ptacek Financial. (March 10, 2022, at 7am)
- Discussion was held concerning Dr. Rath's optometry business
- Undem will continue to pursue avenues to see if there are potential candidates interested in purchasing the business. Dr. Rath's death left a large hole in the business community.
- Undem reminded the group, the contract with Growing Small Towns needs to be renewed.
- She left the meeting at this time stating she is open and eager to have OEI input into the contract.
- The group praised her service and the fact she admirably carried out all that she outlined in the present contract.
- It was agreed—OEI needs to be more deliberate in communicating any needs or projects they desire to have pursued.
- OEI will work on some things they may want included in the contract.
- Hill will visit with Undem.

⇒ **Ongoing business to discuss if necessary**

- CD at Starion – Status as part of AHR Construction CD Secured Loan
- The work is continuing on the project and funds will be requested when a certain point is met.
-

- **For the good of the order**

- Board member positions: on hold
- Board meeting: January 13. 7am

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

Respectfully Reported,

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

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- Rath Business
- Parking Lot behind Beaver
- Former City Hall Building

December ED Report from Growing Small Towns

Businesses Supported:

1. Chris Schmit
 - a. Moved into new space
 - b. Udem will get the necessary OEI required paperwork prior to release of the funds
2. Dollar General
 - a. Sent an email to Mark about the state of the store

3. Gevo
 - a. Ty and Kyle are working with Justin Quandt to line up visits with the Roney family
 - b. Zetocha has met with Quandt and others -- looking at multiple sites
4. Bakery
 - a. Reopening discussion of a partnership between the school and the community

Training Offered:

1. Online Sales Strategies - November 23
2. Coming next month:
 - a. Business Goal setting for 2022 - December 21

Grants:

- Awarded \$7,800 to do artist installation in Main Street building and host a community event
- Partners in Planning Grant
 - Udem was instructed to move forward with this program
- Grant Finder - \$75/year: Action listed under the Udem Report

Local:

- BIO Girls program
 - Received \$1,000 from OACF to start the program – most of the funding has been procured. Starting in July of 2022
 - Michelle Schroeder is the other site director
- Newcomer's Social
 - Held on November 30
 - Only 2 people but learned some valuable things to consider adding to the new website
- Community Development Summit
 - January 5 from 6 - 8 at GST
 - Agenda and pre-meeting information will be sent before Christmas
- Community Connection Column - joint effort for all 3 major groups to share weekly in the Oakes Times—we'll create the updates as blog posts on our new website when ready
- Shelley Larson + Friends Art Open House tonight
- Lunch n' Learn plan for 2022
 - Had 89 survey respondents—will take the results and plan for training in 2022
- Workforce Development Council Meeting
 - Job Service will now be coming to Oakes regularly to support employers and job seekers—working on the schedule
 - Udem asked about a presence in Oakes, and they will be coming once per month!

GST: Hosted 15 groups from over 11 different organizations/companies with over 350 people from 9 different states.