



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

Oakes Enhancement. Inc. (OEI)

Date: January 8, 2020

Place: Oakes Community Center Meeting Suite

Time: 7:00am

Directors: Thompson, Schnell, Hill, Conklin, Forward, Zetocha, Sitzler, Zimmer, Stemen, Spellerberg

Guests: Udem, Matt Marshall, Jay Harris

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Minutes of the December 2019
- Correspondence: Tornado watch – thank you
- Computer upgrade

⇒ **Treasurer's Report:**

- Review of the financials
- BUMP:
- Retirement
 - **Gaming**
 - Report
 - Request for Funds:

⇒ **From the President**

- Purchase price on the former City Hall building
- Lease terms with Growing Small Towns
 - 510 Main Purchase
 - Calls to Ottertail and City of Oakes to transfer services.
 - Propane tank location issues
- Hollingsworth repayment schedule

⇒ **Business Items**

- Development Director position
 - Thanks to Alyx Schmitz for fielding calls etc. for the Chamber of Commerce.
- Railroad Land Purchase

⇒ **Ongoing business**

- Dr. Nelson of Lisbon Smiles
- Dr. Buck Cotter of Ellendale
- Other
- **For the good of the order**
 - Annual Meeting: ?????Thursday March 12, 2020????
 - Board meetings: February. 13, 2020 7am
- Adjournment

Items to keep in mind

- Cindy Bagley
- Tayler Wolff
- Moving Mountains
- DaVita Building
- Bakery
- EDND Membership
- Tiny Tornadoes



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

Oakes Enhancement, Inc. (OEI)

Date: February 13, 2020

Place: Oakes Community Center Meeting Suite

Time: 7:00am

Directors Present: Thompson, Hill, Conklin, Forward, Sitzler, Zimmer, Stemen, Spellerberg

Directors Absent: Zetocha, Schnell

Guests: Udem, Bagley

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Minutes of the January 2020
- Computer upgrade

⇒ **Treasurer's Report:**

- Review of the financials
- CD at BankNorth
- BUMP:

⇒ **Gaming**

- Report
 - Request for Funds:

⇒ **From the President**

- Harris Machine Interest buy down updates.
- Purchase price on the former City Hall building
- Lease terms with Growing Small Towns
 - 510 Main Purchase
 - Propane tank location issues
- Hollingsworth repayment schedule

⇒ **Business Items**

- Development Director position
 - Thanks to Alyx Schmitz for fielding calls etc. for the Chamber of Commerce.
- Railroad Land Purchase

⇒ **Ongoing business**

- Dr. Nelson of Lisbon Smiles
- Dr. Buck Cotter of Ellendale
- Web site
- Other
- **For the good of the order**
 - Board meetings: March 12. 13, 2020 7am
- Adjournment

Items to keep in mind

- Cindy Bagley
- Tayler Wolff
- Moving Mountains
- DaVita Building
- Bakery
- EDND Membership
- Tiny Tornadoes



Oakes Enhancement, Inc.
PO Box 365
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Oakes Enhancement, Inc. (OEI)

Date: March 11, 2020

Place: Oakes Community Center Meeting Suite

Time: 7:00am

Directors: Peterson, Hill, Conklin, Forward, Zimmer, Stemen, Spellerberg, Zetocha, Schnell

Guests:

Call to order.

⇒ Guests

⇒ **Reorganization Meeting:**

- Election of President, Vice President and Treasurer

⇒ **Secretary's Report:**

- Minutes of the February meetings: Annual and Board
- Electronic voting decided rates/ maturity on CD's at BankNorth and First Community Credit Union
- Electronic voting to approve Jill Cox' gaming hours.
- Correspondence
 - Report from Udem – see page 2 of the agenda.

⇒ **Treasurer's Report:**

- Review of the financials
- BUMP: The form has been updated and Conklin put it on the web site

⇒ **Gaming**

- Report
- Request for Funds: None currently

⇒ **From the President**

- Appointment of an advisory member
 - Thompson is interested in this position.
- Harris Machine Interest buy down updates.
- Purchase price on the former City Hall building
- Lease terms with Growing Small Towns
 - 510 Main Purchase
 - Propane tank location issues
 - Billing on the propane
- Hollingsworth repayment schedule
 - Payments are being made.

⇒ **Business Items**

- Economic Development Director position: update from Spellerberg
 - From the last meeting it seems like the position involves two different people to do justice to each organization
- Railroad Land Purchase
 - Papers drawn up by Paradis Law.
- Chamber updates: Spellerberg

⇒

⇒ **Ongoing business**

- Dr. Nelson of Lisbon Smiles

Items to keep in mind.

- Cindy Bagley
- Tayler Wolff
- Moving Mountains
- DaVita Building
- Bakery
- Tiny Tornadoes

- Dr. Buck Cotter of Ellendale
 - Purchase agreement signed.
 - No earnest money has been received.
- Web site
 - Documents have been sent to Conklin for placement on the site.
- Other
- **For the good of the order**
 - 4 tickets remain for Casino Night.
 - Board meetings: April 9, 2020 7am
- Adjournment



Oakes Enhancement, Inc.
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Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)

Date: April 9, 2020

Place: Former City Hall

Time: 7:00am

Directors: Peterson, Hill, Conklin, Forward, Stemen, Spellerberg, Zetocha, Schnell,

Advisory: Thompson, Zimmer

Guests:

Call to order:

Pared down agenda due to COVID-19 precautions and guidelines – Highlighted items are the most urgent business to take care of. Also included in the agenda is a report from Udem on 510 Main.

⇒ **Secretary's Report:**

- Minutes of the March meeting --please read through and be ready to make corrections or move to approve.
- Electronic voting
 - Approval of Cox wages for March.
- Correspondence
 - From the Oakes Community Hospital Foundation and the cancellation of Casino Night.

⇒ **Treasurer's Report:**

- Review of the financials
- CD at FCCU coming due in May.
- **BUMP from Nicole Cline**
 - Membership in Economic Development Association of North Dakota

⇒ **Gaming**

- Report
 - Gaming closure due to COVID-19
 - Pamela did what was necessary to make sure we were in compliance.
 - There were emails from the Attorney General's Office as to the closing of gaming.
 - **Wages during gaming closure**
 - **Rent at The Last Shot – do we continue even though the machines are down.**
- Request for Funds:
 - **Pick City Ambulance**

⇒ **From the President**

- Purchase of the former City Hall building fell through.
 - **Ernest money was received and deposited.**
- 510 Main business: See updated report included in the agenda.
- Hollingsworth repayment schedule

⇒ **Business Items**

- **Economic Development Director position:** update from Spellerberg
 - **Ads were placed in the Oakes Times.**
- **Railroad Land Purchase**
 - Papers drawn up by Paradis Law.
 - Termination lease from Agtegra
- **Chamber updates: Spellerberg**
- **Tiny Tornadoes from Peterson**

⇒ **Ongoing business**

Items to keep in mind.

- Cindy Bagley
- Tayler Wolff
- Moving Mountains
- DaVita Building
- Bakery
- Tiny Tornadoes

- Web site
- Other
- **For the good of the order**
 - Board meetings: May 14, 2020 7am
- Adjournment



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

Oakes Enhancement, Inc. (OEI) SPECIAL MEETING

Date: May 5, 2020

Place: Former City Hall

Time: 6:30am

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

Directors Absent: Stemen, Forward

Advisory Present: Thompson

President Art Conklin called the Special OEI Board of Directors meeting to order at 6:30am. The meeting was held at the former city hall buildings with directors, advisory members, and the secretary present. The topic to cover was the COVID 19 Pandemic Relief Funding Applications.

Action taken at a special April meeting of the OEI Board of Directors.

- ⇒ **M(Schnell)S(Zetocha)P: to allot up to \$30,000 in COVID 19 pandemic relief to Oakes businesses. Applications will be submitted, and grants will be awarded for fixed expenses with OEI reserving the right to accept or decline applications and adjust amounts on a pro-rated as needed basis. Grants would cap at \$1,000 for sole proprietorships where they are the only one employed (example salons) and up to \$2500 for other businesses who employ up to 10 people. Figures for support of the requested funds will be required on the application form. Grants are to be awarded on a first come first served basis.**

With no further business the meeting adjourned at 7:20am

Respectfully reported.

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

From the application form

The OEI Board of Directors voted to allot up to \$30,000 in COVID-19 pandemic relief to Oakes businesses. Applications will be submitted, and grants will be awarded for fixed expenses with OEI reserving the right to accept or decline applications and adjust amounts on a pro-rated as needed basis. Grants would cap at \$1,000 for sole proprietorships where they are the only one employed (example salons) and up to \$2500 for other businesses who employ up to 10 full time employees. Figures for support of the requested funds will be required on the application form. Grants are to be awarded on a first come first served basis.



Oakes Enhancement, Inc.
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Oakes Enhancement, Inc. (OEI)

Date: May 14, 2020

Place: Former City Hall

Time: 7:00am

Directors: Peterson, Hill, Conklin, Spellerberg, Zetocha, Schnell, Forward, Stemen

Advisory: Thompson, Zimmer

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Minutes of the April meeting
- Correspondence
 - Thank you for the COVID 19 Relief funding

⇒ **Treasurer's Report:**

- Review of the financials
- COVID 19 first round completed.
- COVID 19 applications received following the first-round decisions.

⇒ **Gaming**

- Report
- No report – no gaming
 - Opening of gaming
- Request for Funds: None currently

⇒ **From the President**

- 510 Main business
- Hollingsworth repayment schedule
 - Payments continue to be received.

⇒ **Business Items**

- Economic Development Director position: update from Spellerberg
- Railroad Land Purchase
 - This land has been transferred to the Oakes Fire Department
- Chamber updates: Spellerberg
 - Irrigation Days
- Tiny Tornadoes from Peterson

⇒ **Ongoing business**

- Web site
 - Documents have been sent to Conklin for placement on the site.
- Other
- **For the good of the order**
 - Board meetings: June 4, 2020 7am -- Please note this is one week early.
- Adjournment

Items to keep in mind

- Cindy Bagley
- Tayler Wolff
- Moving Mountains
- DaVita Building
- Bakery
- Tiny Tornadoes



Oakes Enhancement, Inc.
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Oakes Enhancement, Inc. (OEI)

Date: June 4, 2020

Place: Former City Hall

Time: 7:00am

Directors: Peterson, Hill, Conklin, Spellerberg, Zetocha, Schnell, Forward, Stemen

Advisory: Thompson, Zimmer

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Minutes of the May meeting
- Correspondence
 - See below related to Repurchase and COVID 19

⇒ **Treasurer's Report:**

- Review of the financials
 - Repurchase "Sweep Account" letter.
 - CD at Starion
- Udem Hours
- BUMP: Nicole Cline:
- COVID 19 completed.
 - Thank you received from: The Classic Salon, Ron's Heating-AC-Appliance, Tornado Stop, Noonan House,

⇒ **Gaming**

- Report
- Cox:
- Request for Funds: None currently – will there be fireworks? Perhaps vote to approve if happening.

⇒ **From the President**

- Resignation of Stemen
- 510 Main business
 - New lease drafted and signed – tax issues.

⇒ **Business Items**

- Chamber updates: Spellerberg
- Tiny Tornadoes from Peterson
- Insurance
 - Audit – papers to sign.
 - Insurance issues: Errors and Omissions
- Ownership of the parking lot behind the Angry Beaver – liability?

⇒ **Ongoing business**

- Web site
- Other
- **For the good of the order**
 - Board meetings: July 9, 2020 7am
- Adjournment

Items to keep in mind

- DaVita Building
- Bakery
- Hollingsworth
- Economic Development Director



Oakes Enhancement, Inc.
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Oakes Enhancement, Inc. (OEI)

Date: July 9, 2020

Place: Oakes Community Meeting Suite

Time: 7:00am

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

Advisory: Zimmer

Guests: **Trista Gemar, Moving Mountains**

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Electronic voting June 12-15 on insurance issues adopting a 1-million-dollar policy at a cost of \$569 with half from the gaming account. This action is for errors and omission policy for board and director coverage.
- Minutes from the June Board Meeting
- Electronic voting to hire Lacey Roberts as the gaming assistant: June 23, 2020.
 - Correspondence

⇒ **Treasurer's Report:**

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

⇒ **Gaming**

- Report
 - **Hiring gaming assistant**
 - **Background check**
- Request for Funds:
 - **Dickey County Fair Premium Sale**

⇒ **From the President**

- **Anti-discrimination policy**
- **Insurance Errors and Omissions policy in place**

⇒ **Business Items**

- Chamber updates
- Tiny Tornadoes: attached report from Peterson.
- **Ownership of the parking lot behind the Angry Beaver – liability?**

⇒ **Ongoing business**

- Web site
- Other
- **For the good of the order**
 - Board meetings: August 13, 2020 7am
- Adjournment

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- Economic Development Director
- BagLady repayment



Oakes Enhancement, Inc.
PO Box 365
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Oakes Enhancement, Inc. (OEI)

Date: August. 13, 2020

Place: Oakes Community Meeting Suite

Time: 7:00am

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

Advisory: Zimmer

Guests: Gary Visto - Dickey Sargent Water Board – Dale Jensen

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Electronic Voting: List any electronic voting that took place between meetings.
 - Approval of hours for Lacey
- Correspondence
 - Economy Propane

⇒ **Treasurer's Report:**

- Review of the financials: see back of agenda for breakdown of pages to find information.
- Status of repurchase account.
- **BUCK COTTER**
 - *From the January 2020 meeting the following action was taken*
 - *M(Forward)S(Schnell): to offer \$35,000 grant to be used as he sees fit. **Motion failed.***
 - ***M(Forward)S(Schnell)P: to offer a \$35,000 grant contingent on purchase of the building at \$125,000 with the grant being used as he wishes. (To clarify the intent: the \$35,000 grant can either be applied to a down payment on the building or applied to the community portion of an interest buydown or a combination of both the building down payment and interest buydown.)***

⇒ **Gaming**

- Report
- Gaming assistant
 - Background check
 - Electronic voting approved gaming assistant hours
- Request for Funds:

⇒ **From the President**

- Insurance updates: Errors and Omissions, Anti-discrimination

⇒ **Business Items**

- Chamber updates
- Tiny Tornadoes: attached report from Peterson.

⇒ **Ongoing business**

- Web site
- Other
- **For the good of the order**
 - Board meetings: September. 10, 2020 7am
- Adjournment

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- Economic Development Director
- BagLady repayment



Oakes Enhancement, Inc.
PO Box 365
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Oakes Enhancement, Inc. (OEI)

Date: September. 10, 2020

Place: Oakes Community Meeting Suite

Time: 7:00am

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

Advisory: Zimmer

Guests:

- Rebecca Undem,
- Matt Hill (BUMP proposal)
- Voting results from Dickey Sargent Irrigation District: Gary Visto
- Kelsey Glynn

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Approval of Secretary Report:
- Electronic Voting

- Correspondence
- Thank you from the Dickey County 4-H and Caleb Hauck
- Attorney General: Roberts background check is clear.

⇒ **Treasurer's Report:**

- Review of the financials: see back of agenda for breakdown of pages to find information.
- Status of repurchase account.

⇒ **Gaming**

- Report
- Gaming assistant
 - Background check
- Request for Funds:

⇒ **From the President**

⇒ **Business Items**

- Dickey Sargent Irrigation District funding request
- Buck Cotter, DDS
- Rebecca Undem,
- Matt Hill (BUMP)
- Renting of City Hall
- Chamber updates

⇒ Tiny Tornadoes

⇒ **Ongoing business**

- Web site
- Other
- **For the good of the order**
 - Board meetings: October. 8, 2020 7am
- Adjournment

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- Economic Development Director
- BagLady repayment (May 14, 2020)



Oakes Enhancement, Inc.
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Oakes Enhancement, Inc. (OEI)

Date: October 8, 2020

Place: Oakes Community Meeting Suite

Time: 7:00am

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

Advisory: Zimmer

Guests:

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Approval of Secretary Report: (Pages 3,4,5)
- Electronic Voting
 - Approval of Jill Cox-Karlgaard wages (4 hours)
 - Correspondence
 -

⇒ **Treasurer's Report:**

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

⇒ **Gaming**

- Report
- Request for Funds:

⇒ **From the President**

⇒ Purchase agreement signed.

⇒ **Business Items**

- Hill visit with Spin Brummund – Moving Mountains - BUMP
- Renting of City Hall: advertising
- Chamber updates

⇒ Tiny Tornadoes

⇒ **Ongoing business**

- Web site
- Other

• **For the good of the order**

- Board meetings: November 12, 2020 7am

• Adjournment

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- BagLady repayment (May 14, 2020)
- 2021 Baseball Tournament



Oakes Enhancement, Inc.
PO Box 365
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Oakes Enhancement, Inc. (OEI)

Date: November 12, 2020

Place: Oakes Community Meeting Suite

Time: 7:00am

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

Advisory: Zimmer

Guests: Udem?

Call to order.

⇒ Guests

⇒ **Secretary's Report:**

- Approval of Secretary Report: (Pages 3,4 – page 5 letter to Moving Mountains)
- Electronic Voting
- Electronic voting November 2 -3, 2020 approved wages for Lacey Roberts. 9.5 hours
- Correspondence
- Thank you from Moving Mountains Learning Center: Kelsey Brummund
- Certified letter from Agtegra

⇒ **Treasurer's Report:**

- Review of the financials: see back of agenda for breakdown of pages to find information.
- Membership in the Oakes Area Chamber of Commerce: \$50
- Community Learning Network membership with Dakota Resources Membership \$1200.00

⇒ **Gaming**

- Report
- Request for Funds:

⇒ **From the President**

⇒ Closing on 510 Main

⇒ **Business Items**

- Sale/Lease of City Hall: advertising
- Ads have appeared in the Oakes Times.
- Two bids have been received.

⇒ Tiny Tornadoes

⇒ Chamber updates

⇒ **Ongoing business**

- Web site
- Other

• **For the good of the order**

- Board meetings: December 3, 2020 7am (one week early if that meets with approval)

• Adjournment

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)

Date: December 3, 2020

Place: Oakes Community Meeting Suite

Time: 7:00am

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

Advisory: Zimmer

Guests: Udem, Bagley, Oakes Truck and Trailer

Call to order.

⇒ Guests

⇒ Udem: Dakota Resources Membership (tabled from November)

⇒ Bagley: Building purchase

⇒ Oakes Truck and Trailer

⇒ **Secretary's Report:**

- Approval of Secretary Report:
- Electronic Voting
- Correspondence

⇒ **Treasurer's Report:**

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

⇒ **Gaming**

- Report
- Request for Funds:

⇒ **From the President**

⇒ **Business Items**

⇒ Sale/Lease of **City Hall**: advertising

- Ads have appeared in the Oakes Times.
- Two bids have been received.

⇒ Board Members/terms/ Annual Meeting

⇒ See Article 5: section 9b as concerns appointments.

⇒ Tiny Tornadoes

⇒ Chamber updates

⇒ **Ongoing business**

- Web site
- Other

• **For the good of the order**

- Board meetings: January 14, 2021

• Adjournment

Items to keep in mind.

- DaVita Building
- Bakery
- Hollingsworth
- BagLady repayment (May 14, 2020- 2022)
- 2021 Baseball Tournament

