



**Oakes
Enhancement,
Inc.**
PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: January 7, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Hoelscher, Schnell, Dahlstrom, Conklin, Forward, Haring, Zimmer, Zetocha,

Directors Absent: Sitzler, Schmaltz, Ulmer, Quandt

Guests: Larry Engle – Tornado TV

Karla Hoelscher: Basketball Boosters

Doty: Test Plots

Pizza Lunch was provided by First State Bank of North Dakota, Oakes

President Gary Schnell called the January 7, 2014 meeting of the Oakes Enhancement, Inc. board of directors to order at 11:35am. The meeting was held at the Oakes Armory with eight members and two guests present.

⇒ Guest:

▪ **Larry Engle: Tornado TV**

- Engle presented a proposal to expand Tornado TV by purchasing new equipment to keep the system current.
- The system has been operating for 7 years and technology has advanced.
- Funding needed \$7,000 to \$8,000 for the project -- seeking funding elsewhere and requesting \$2500 from OEI.
- Studio is growing and has received physical equipment from FOX News.
- **M(Dahlstrom)S(Hoelscher)P: to donate \$2500 to this project from the Charitable Gaming Funds (Roll Call vote with all approving – Hoelscher abstained)**

▪ **Karla Hoelscher: Basketball Boosters:**

- Requesting funds for padded chairs not only for sporting events but for other events as well
- \$7000 is needed and they are seeking funds from other sources.
- Requesting \$2000 from OEI
- **M(Conklin)S(Zetocha)P: to donate \$2000 for this project from the Charitable Gaming Account: (Roll Call vote with all approving – Hoelscher abstained)**

▪ **Doty: Test Plots**

- A meeting has been set to get all the parties together to iron out the details of this program.
- A draft agenda was handed out for the meeting set for January 14th and it was gone through line by line.
- Current and future output is an important factor in the development of this site.
- Keep the land/facility and equipment separate.
- Who is going to take the lead in this project -- there is some discrepancy in who is to take the lead -- OEI has never changed their role as only being a support and pass-through entity?
- Need to adjust the timeline of the project.
- If no one steps up to take the lead – can it be hired and who will fund that person/group?
- NDSU seemingly wants to oversee the research taking place at the site.
- Lunch should be part of this working meeting.

▪ **Copy Machine – Jerry Hollingsworth -- presented by Dahlstrom.**

- Receive for debt reduction.
- Dahlstrom will do more due diligence – and find what the resale value of this machine would be.

⇒ Secretary Report:

- **M(Zetocha)S(Dahlstrom)P: to receive and file the minutes of the November 26, 2013 meeting as printed.**

⇒ Treasurer's Report:

- **M(Conklin)S(Zetocha)P: to receive and file the treasurer's report as printed on January 3, 2014.**
- Gaming:
 - Report: reviewed and accepted

⇒ PROJECTS

o Updates on any projects

- Business and housing updates:
 - Schwann: sold to Pat and Dennis Roney
 - Weatherhead: Discussion about closing -- When Schnell has heard back from those involved -- he will report to the group.
 - There are things OEI, and the city/business can do to keep the facility viable -- open and operating. - write a letter of support -- other measures can be used to keep the site open and operating.
 - K & J:
 - o Teals are no longer interested.
 - 501 Main:
 - o Is Main Street Quilters for sale?
 - o No updates currently
 - Grand Theatre
 - o The lease was emailed to Wendy -- but she said she never received it.
 - o Paradis Law will resend the lease.
 - o Insurance on the equipment has been put on the Johnson Policy.
 - o Johnson did not think the extra funds should use to assist someone in purchasing the theatre.
 - Cindy Bagley
 - o Wants to acquire property to the north of her Red House.
 - Golf Course
 - o They would like their loan of \$10,000 be turned into a grant -- or part of it into a grant.
 - o It appears there are some larger donations pledged.
 - o The Oakes Area Community Foundation did grant dollars to the golf course. -- they had to run these funds through the school.
 - o Funding is moving forward --
 - o We must maintain having a golf course as if it would be very expensive to try get it back in the future.
 - o Decision: Review when the loan comes due in March.
 - o This is a matter of a quality of life -- a thing to attract people to the community.
 - o .

o

⇒ Garrison -- Test Plots -- Crossroads Community Advisors

o See Above

⇒ Prairie printing

o Copy Machine available.: see above.

o

⇒ Set date for the annual meeting.

o Schnell and O'Brien will do some checking and email possible dates to the board members. Will be looking at a February date.

⇒ Community Development Director Report

o Matt Hill

- Looking to build another unit -- multi family unit --
- They would like to get started in the spring.

- Lincoln Oakes land is possibly rented to seed people???
- o Cobblestone Inn has contacted Haring.
 - Smallest they could to is 31 units.
 - She will contact them.

Business /keep in mind items.

- ⇒ JDA
- ⇒ Housing
- ⇒ Community
- ⇒ Other

With no further business the meeting adjourned at 1:15pm

Respectfully reported.

Audrey O'Brien, Secretary, Oakes Enhancement, Inc.



**Oakes
Enhancement,
Inc.**
PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: February 4, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Schnell, Dahlstrom, Forward, Haring, Sitzler, Schmaltz, Ulmer

Directors Absent: Zetocha, Conklin, Quandt, Hoelscher, Zimmer

Guests:

President Gary Schnell called the February 4, 2014 meeting of the Oakes Enhancement, Inc. Board of Directors to order at 11:35am. The meeting was held at the Oakes Armory, in Oakes, ND with seven board members and no guests present.

⇒ Guest: No meeting this month

⇒ Secretary Report:

- **Minutes – M(Dahlstrom) S(Schmaltz) P: to receive and file.**

⇒ Treasurer's Report:

- **Report – M(Schmaltz)S (Dahlstrom)P to receive and file making not to the accountant that Quilted Blessing has been paid in full of the collateral CD in OEI possession.**
- Oakes Bowling was sent a letter concerning payment of their loan. No response yet:
- Gaming:
 - Report: Gaming was down due to payment of larger bills this month.

⇒ Annual Meeting

- o Program for the evening will be briefs from some of the businesses being recognized and we are also hoping Larry Engel will be available with updates as well as Mayor Zimmer.
- o Hoelscher has agreed to run for another term.
 - Garry Opp has agreed to have his name on the ballot.

⇒ PROJECTS

o Updates on any projects

- Business and housing updates:
 - Talk continues with Bagely, Mangnall, Hills. Sometimes available property is a problem.

⇒ Theatre

- o Lease: making this harder than it should be due to the fact there was the possibility of a sale of the business when the process started.
- o Equipment
- o **M(Dahlstrom), S(Schmaltz)P: to table until Paradis returns.**

⇒ Garrison – Test Plots -- Crossroads Community Advisors

- o Meeting with Garrison -- Haring and Schnell were involved and Forward was in on the end of the conversation.
- o Another meeting being held on Wednesday, February 5th. 10am at Ottetail
- o It appears there is waning interest in this project.
- o No one wants to step up to the plate with the needed capital.

⇒ Prairie printing

- o From the last meeting: Copy Machine available.
- o Paper -- trade for loan reduction -- OEI is not interested in this.
- o

⇒ Oakes Golf Club

- o JDA Decision: granting the Golf Club an additional \$5000.
 - o Request for loan extension 08-01-14
 - **M(Forward)S(Ulmer)P: to extend the deadline on the loan to 08-01-14 and match the JDA Grant of \$5000 with funds coming from the business checking account.**
- ⇒ Community Development Director Report
- o The Dollar Store is going to Ellendale and it seems they are not requesting any assistance.
 - o Main Street Quilters: Looking for a new buyer -- as is. The business is currently closed.
 - o Cline's Café is not ordering any additional food so it will be closing -- Harry Cline is in swing bed at Oakes Community Hospital
 - o If buildings are empty on Main -- do not let them look empty -- so the windows should be decorated. Haring will investigate this.

Business /keep in mind items.

- ⇒ JDA
 - o Oakes Golf Club: See Above
- ⇒ Housing
- ⇒ Community
- ⇒ Other

With no further business the meeting adjourned at 12:15pm

Respectfully reported.

Audrey O'Brien, Secretary, Oakes Enhancement, Inc.



**Oakes
Enhancement,
Inc.**
PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: March 4, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Schnell, Dahlstrom, Forward, Haring, Conklin, Hoelscher, Opp, Zetocha

Directors Absent: Ulmer, Sitzler, Zimmer

Guests: Neil Doty, Jason Paradis

President Gary Schnell called the March 4, 2014 meeting of OEI to order at 11:35am welcoming newest board member Garry Opp. The meeting was held at the Oakes Armory with 8 directors and two guests present.

- ⇒ Guest: Neil Doty; Crossroads Community Advisors
 - Garrison Test Plots and Research facility
 - Doty shared a letter that was drafted stating the position OEI took from the beginning of this project. Since the letter was sent there has been no response.
 - It would seem most feasible if South Dakota Wheat Growers took over the operation.
 - Does OEI want to put a time limit on the offer they have to be the pass through and own the buildings etc.?
 - Lacking someone to run this project long term is the concern.
 - Those who should control are NDSU and Garrison.
 - A research scientist is needed but is not guaranteed.
 - The consensus of the group is that OEI has completed their involvement in this project. Other entities will have to take over if it to be completed.

- ⇒ Doty also shared ways to merchandise the community.
 - Start up by residents -- people who live in the community.
 - Do not chase smokestacks--- asking a large company to start a business in your community as it will not happen.
 - Helping existing – visit with them and how you can help them expand --- asking them if they are interested in acquiring other property and diversify.
 - Crossroads have a 12-step process to use for a community and already existing businesses.
 - Find a re-locatable business!! -- Fill those empty buildings.
 - Agri business, food manufacturing, fabrication, IT,
- ⇒ Jason Paradis, Attorney at Law discussed the lease agreement with Vculek's and the property in the industrial park.
 - Paradis drafted a new - updated --, accurate lease for the group to discuss and approve.
 - **M(Forward) S (Dahlstrom)P: to raise the rent to \$130 per acre for the approximately 15 acres of land in the industrial park with the lease running for two years.**

- ⇒ Secretary Report:
 - **Motion (Conklin)S(Hoelscher):P to receive and file the minutes of the February meeting as printed.**
- ⇒ Funding request from the Dickey County Fair
 - In the past we have donated \$500
 - **M(Conklin)S(Forward)P: to donate \$500 to the Dickey County Fair with funds coming from the Charitable Trust Account**
 - **Also ratified: \$500 email voting for the Oakes Youth Bowling League – funds from the Charitable Trust Account.**
- ⇒ Treasurer's Report:

- **M(Dahlstrom)S(Hoelscher)P: to receive and file the February treasurers report as explained and printed.**
 - Lease agreement with Vculeks: see above.
 - Gaming:
 - Report: The report was reviewed
 - Gaming Review completed
- ⇒ Prairie printing
- o From the last meeting: Copy Machine available.
 - o No forward movement
- ⇒ Theatre updates: Jason Paradis
- o Paradis had prepared a lease agreement taking into consideration the points discussed by OEI and the counter proposals by the Johnson Family.
 - o Lease provisions were discussed, and direction was given to Paradis to draft a new lease.
- ⇒ Community Development Director Report
- o No report currently

Business /keep in mind items.

- ⇒ JDA
- o No report
- ⇒ Community
- Recent Fire at B& B Gardens and the Bohnenkamp home
 - Discussion on empty businesses

With no further business the meeting adjourned at 12:45pm

Respectfully reported.

Audrey O'Brien, Secretary, Oakes Enhancement, Inc.



**Oakes
Enhancement,
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PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: April 8, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Schnell, Dahlstrom, Forward, Haring, Conklin, Zetocha, Ulmer, Sitzler, Zimmer

Directors Absent: Opp, Hoelscher,

Guests: Spellerberg, Roberts, Paradis, 4 Students

President Gary Schnell called the April 8, 2014 meeting of OEI to order at 11:35am welcoming Guests from the Career and Tech Center. The meeting was held at the Oakes Armory with nine directors and seven guests present.

⇒ Guest: DECA – Southeast Career and Tech Center

- DECA students will be attending conference in Atlanta, GA on May 2
- 4 students will be attending and attended today's meeting.
- Cost of about \$1200 per student

⇒ Guest: Mr. Spellerberg

- Students were attending other functions so Mr. Spellerberg presented, and the students will be invited to a future meeting to report.
- Leadership Conference in Washington, DC in July
- Three students will be attending.

- **M(Forward)S(Zetocha)P: to donate \$250 per student for each group presenting today with funds from the Charitable Trust Account**

o

- Need Students to work the games at the Easter Egg Hunt and would like those receiving funds to assist.
 - Students are willing to Give back to the community by working at the Easter Egg Hunt

⇒ Guest: Marke Roberts

- Police communications remain behind the time and the current system is old making it difficult to find replacement parts.
- Distance from towers presents problems for radio communication in the Oakes Area.
- Proposal is for standard police radios: Sales tax for \$11,000 and OEI \$11,000.
- **M(Conklin)S(Dahlstrom)P: to donate \$11,000 to the radio request with funds from the Charitable Trust Account – and to encourage updating the base station as well.**

⇒ Guest: Jason Paradis: On hand to discuss the theatre lease situation

o Paradis has revised the lease agreement --

o The one stickler in the lease for Johnson -- the ability to automatically assign the lease to a future purchaser. The board wants to decline this point as they want to have a say in operation of the business under new ownership -- keeping the business a viable – family theatre.

o A few options

- Put the provision the way Johnson would like it – automatic transfer of the lease to a new owner.
- Option for current owner to purchase the equipment -- then a lease agreement would not be necessary.
- Another option from before to build into the lease things like – use of the theatre, number of showings --
- 4th option -- gentlemen's agreement and no lease -- could pose future problems.
- Term of the current lease is 5 years.

- Meeting set up for Saturday, April 19th at Paradis Law Office
- ⇒ Day Care association Request
- A speaker is coming in to educate -- April 21st. fee is \$1400,
 - \$1100 remaining funding needed.
 - Split with sales tax -- \$550 would be the cost to OEI.
 - **M(Conklin)S: Dahlstrom to donate as in the past (\$300) with funds from the Charitable Trust Account**
- ⇒ Person Vue testing and equipment.
- The testing facility is currently closed or paused.
 - OEI purchased the equipment in 2007 and the site is utilized and appreciated.
 - There is a possibility of the Career and Tech Center operating it again in the future.
 - Tabled for the next meeting.
- ⇒ Secretary Report:
- Minutes –
 - **M(Conklin)S(Zetocha)P: to receive and file the minutes of the March 4th and email voting March 14th to 26th to cash a CD at Starion and move to First State Bank of North Dakota, Oakes.**
 - Change of date for the May meeting—will email if necessary.
- ⇒ Treasurer's Report:
- Report –**M(Zetocha)S(Dahlstrom)P: to receive and file the treasurer's report as printed.**
 - Gaming:
 - Report:
 - **NEW MACHINE:**
 - **M(Forward)S(Conklin)P: to purchase the new machine as recommended by Gaming Manager, Eyvonne Steuck.**
- ⇒ Community Development Director Report
- o Renaissance Zone
 - Halmrast is building a house in the Renaissance Zone.
 - o Swimming Pool
 - Problems with getting enough qualified lifeguards and especially WSI certification.

With no further business the meeting adjourned at 12:40pm

Respectfully reported.

Audrey O'Brien, Secretary, Oakes Enhancement, Inc.



**Oakes
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PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: April 29, 2014 (May board meeting)

Place: Oakes Armory

Time: 11:30am

Directors Present: Hoelscher, Schnell, Dahlstrom, Conklin, Forward, Ulmer, Haring, Zimmer, Zetocha, S

Directors Absent: Sitzler, Opp

Guests: None currently

President Gary Schnell called the April 29, 2014 meeting of OEI to order at 11:35am. The meeting was held at the Oakes Armory with nine directors present.

⇒ Secretary Report:

- Minutes – **M(Forward)S(Zetocha)P: to receive and file the minutes of the April 1, 2014 OEI Board Meeting.**
- Thank you, from the secretary, for accommodating a date change.

⇒ Treasurer's Report:

- Report – **M(Conklin)S(Forward)P: to receive and file the report as printed.**
- Request from Bear Creek Roughriders
 - **M (Hoelscher) S (Dahlstrom) P: to sponsor the Chute /Gate for both events listed on the request sheet for \$700 with funds from the Charitable Trust Account.**
- Gaming: the report was reviewed.

⇒ Tabled items

o Person Vue testing:

- The room has become an office.
- This is a service and not a revenue stream.
- The facility has been very busy – avenues have been researched but no one seems to want to take the lead in this program.
- Perhaps the Career and Technology Center should be encouraged to continue this program – Conklin will visit with them.
- Dickey Rural Networks could possibly assist with equipment upgrades if needed.

o Request for Interest buy down dollars from General Irrigation.

- The first payment was given to Abrah at First Community Credit Union to send in with the necessary paperwork.

o Lease for the Theatre

- Mutual consensus was the final decision on both sides as it pertains to the lease transfer in the case of a sale of the business – excess money collected will remain in a fund for emergency purposes --
- The lease is ready, but Johnson wanted her relative to look at it first.
- Need a purchase price on the equipment.

o Housing development on the west side of Oakes

- Mayor Zimmer -- what can we do to address housing issues – making it easier for people to move to Oakes.
 - Apartment building by the water treatment plant
 - Number of yards of fill -- 8000 yards of fill was an estimate from a contractor in Fargo.
 - Mike Kelly seems to think 8000 yards would be on the high side.

- Other land is being looked at -- Vculek land by Alco --- and Roney land by the railroad tracks.
- What can OEI do to facilitate housing needs-issues-obtaining --?
- Putting up units is researched by one party and will approach OEI for an interest buy down if all comes to fruition.
- OEI and the City need to aggressively pursue housing.

Another issue: securing an additional grocery store.

Mayor Zimmer will make some phone calls if numbers can be given to him

- ⇒ Community Development Director Report
 - o Advertising in State Publications
 - OEI will pass on Happenings Publication.
 - **M(Conklin)S(Ulmer)P: to put an ad in the North Dakota tourism brochure - half page as was done last year - contingent upon a split of fee with the City of Oakes.**
 - o Renaissance Zone Projects
 - Electronic voting – two projects were approved.

Business /keep in mind items.

- ⇒ JDA: Nothing to report currently.
- ⇒ Dahlstrom
 - o Cooperative Housing meeting-- First State Bank Housing have representation at this meeting and will report to the group.
- ⇒ City Notes
 - It appears there are enough lifeguards to staff the pool for the summer and would like for them to train for their WSI.
- ⇒ Skills USA students -- may be looking for funding and coming to the June meeting.

With no further business the meeting adjourned at 12:20pm

Respectfully reported.

Audrey O'Brien, Secretary, Oakes Enhancement, Inc.



**Oakes
Enhancement,
Inc.**
PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: June 3, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Schnell, Dahlstrom, Conklin, Haring,

Directors Absent: Sitzler, Zetocha, Hoelscher, Forward, Ulmer, Zimmer

Guests: Skills Students (McCann sisters and Brye Zimmer) with Steve Thompson, Amy Taylor, and Crossroads director

President Gary Schnell called the June 3, 2014 meeting of OEI to order at 11:35am. The meeting was held at the Oakes Armory with four directors and six guests present.

⇒ Guests:

- Skills Students:
 - Skills USA students will be competing nationally and requested funding for their expenses.
 - **M(Conklin)S(Dahlstrom)C: to donate \$250 per student with funds from the Charitable Trust Account.**
- Amy Taylor and Director: Crossroads Learning Center
 - The program and financials were covered.
 - Need assistance with hard costs –
 - Is OEI willing to subsidize or assist with any hard costs?
 - Should OEI try to coordinate a meeting / committee / task force to see what challenges daycares face?
 - What is the need in Oakes for DayCare?
 - Haring will check with the daycares to see if they turn away students – children – infants, and any other issues they deal with.
 - Should there be a line item in the OEI Budget to fund all daycares.

⇒ **Secretary Report: PAGES 2-3**

- Minutes – **Motion (Conklin)S(Dahlstrom)P: to receive and file the minutes of the May 2014 meeting.**
- Thank you for accommodating a date change (May meeting to April)

⇒ **Treasurer's Report: PAGES: 4-11**

- Report – **Motion (Dahlstrom)S(Conklin)P: to receive and file the report as printed.**
- Gaming: **PAGE 12-13**
 - Report: the report was reviewed

⇒ Board Membership

- o Changes: Doug Sitzler communicated he has completed his tenure on the City Council and the Housing Committee is not currently functioning – so he feels he should resign his advisory position on the OEI Board.
- o Opp Family:
 - Recently elected board member, Garry Opp, died due to cancer. As a memorial it was decided to donate to the American Cancer Society – Relay for Life.
- o Schnell will ask Sitzler if he would consider filling the unexpired term of Garry Opp.

⇒ Projects:

o Tabled items

▪ Person Vue testing: Conklin reporting

- In visiting with the career and tech center -- issue is the loss of technology person (since Steve Thompson changed school districts) to conduct the tests
- Currently not replacing Steve's position with a person who has the technology skills Thompson had.
- The program is needed and encouraged but staffing is difficult.
- Many avenues have been researched to see if testing can continue.
-

o Housing: Development area on the west side of Oakes

▪ Schnell has been in contact with people involved in the process.

⇒ Community Development Director Report

▪ Nothing in the process at the current time to fill the vacant buildings on Main.

Business /keep in mind items.

• JDA Meeting --

- o mechanic coming to Ellendale.
- o No updates on the Family Dollar
- o Renewed contract with Don Frye

There being no further business the meeting adjourned at 12:45pm.

Respectfully reported,

Audrey O'Brien, Secretary,
Oakes Enhancement, Inc.



**Oakes
Enhancement,
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PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: July 1, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Schnell, Dahlstrom, Conklin, Sitzler, Zetocha, Hoelscher, Forward,

Directors Absent: Ulmer, Zimmer, Haring,

Guests: Jessica Quandt, Dave Novak, John Peterson from NDSCS

President Gary Schnell called the July 1, 2014 meeting of OEI to order at 11:35am. The meeting was held at the Oakes Armory with seven directors and three guests present.

⇒ Guests:

- President of NDSCS
 - Workforce development: Manufacturing Training Center (MTC)
 - Need in the region for workforce training.
 - This is not a brick-and-mortar program.
 - Funding program – over four years for three positions to develop a plan for training for future needs.
 - Manager, recruiter, & administrative assistant
 - Partial funding has been pledged.
 - Targeting the Southeast Region of ND – but could possibly be statewide.
 - Discussion points
 - o the concept is right, but you need to keep the workers.
 - o The employers need to come to the plate to fund.
 - o Students are aware of this concept and counselors make students and parents aware of technology careers.
 - **Issue tabled** --
 - o need to talk to local manufactures.
 - o Need to identify who wants to stay in a rural community.
 - o How do you keep employees in the long term -- no loyalty or commitment?
 - o Zetocha will follow up with this issue.
- Jessica Quandt: Not available
 - Program: Tornado Watch
- Dave and Lori Novak
 - The business is expanding, and he has enlarged his buildings and is contemplating keeping his current business going and growing it in a different direction.
 - Looking for a low interest loan to continue the expansion and upkeep of the business.
 - Three employees and Dave are the fourth.
 - Licensed in North Dakota and South Dakota
 - Dave is working with a young individual to assist with schooling costs and how things can work out in the future -- commitment to the business once schooling is completed and how tuition would be repaid.
 - Dahlstrom comments:
 - o can we buy the interest down --- could pledge a CD and blend the interest rate -- for five years – get the interest under 4%
 - o Dahlstrom will ask Novak if he would like to pursue the BUMP program for funding.

⇒ **Added Business:**

- Scott Hennen's "What's in Your Town"
 - City approved up to a \$700 match from OEI.
 - **M(Forward)S(Conklin)P: to match the city funding with the amount of dollars remaining to fund this project. Could be up to \$250 as most funding is already in place. Funds from the general budget.**
- Kraft Slough entrance road and parking area
 - See the project sheet included in the agenda.
 - The group has been raising dollars to correct the entrance/parking issues.
 - Currently OEI will not be asked for any funding -- but could in the future.
- Oak Hill Manor
 - Back taxes owed.
 - The taxes have been paid - transfer of ownership is taking place.
 - Residents will not be evicted.
- Weatherhead Distributing
 - Possible closing within a year
 - 4 full time – long term employees
 - Letter has been drafted stating the importance of this business to the region – it has not been sent -- draft a new stronger letter.

⇒ **Secretary Report:**

- Minutes – **M(Dahlstrom)S(Zetocha)P: to receive and file the minutes of the June 3, 2014 meeting as printed.**

⇒ **Treasurer's Report:**

- Report – **M(Dahlstrom)S(Zetocha)P: to receive and file the treasurer's report as printed on June 30, 2014.**
- Donation to fireworks
 - **M(Hoelscher)S(Conklin)P: to donate \$500 for the community fireworks display put on by the American Legions. Funds from the Charitable Trust Account.**
- Gaming:
 - Report: reviewed and received for filing

⇒ Board Membership

- o Changes: Doug Sitzler has agreed to fill the unexpired term of Garry Opp. Mr. Opp recently died of cancer.
- o Welcome Doug!! Nice to have you back on board.

⇒ Projects:

- o Housing: Development area on the west side of Oakes
 - No forward movement at the present time -- but continues to be viable.
 - Perhaps 2015 or 2016
- o CDI: (Concrete Dakota Inc.) - they shut down their Oakes operation.
 - What are the plans for this vacant plant?
 - Will they be cleaning up the area?
 - Who owns the land -- do they lease from the railroad?
- o Housing:
 - Harris Machine is looking for additional workers, but housing is an issue.
 - They would be willing to contribute to funding -- but not be landlords.

⇒ Bobcat is also looking for workers -- 150 by October in the Gwinner plant

⇒ Community Development Director Report

- o Challenge facing the city is the landfill issue.

⇒ Cornerstone Learning Center

- o No further communication on this project –
- o Dahlstrom was in contact shortly after the last meeting –
- o Haring continues to check with local daycares as to needs and costs.

Business /keep in mind items.

- Testing site
 - o Schnell attended a recent meeting -- but the concern problem remains -- no one is driving the bus.
 - o This is a state project and always has been.
 - o Oakes Supports this project but not the way things are panning out.

There being no further business the meeting adjourned at 1:00pm.

Respectfully reported,

Audrey O'Brien, Secretary,
Oakes Enhancement, Inc.



**Oakes
Enhancement,
Inc.**
DO NOT SEE

Oakes Enhancement, Inc. (OEI)

Date: August 5, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Conklin, Sitzler, Zetocha, Hoelscher, Ulmer, Haring, Zimmer

Directors Absent: Schnell, Dahlstrom, Forward

Guests: Amy Taylor and manager and Jessica Quandt

Vice President Art Conklin called the August 5, 2014 meeting of Oakes Enhancement Inc. Board of Directors to order at 11:35am. The meeting was held at the Oakes Armory with seven directors and three guests present.

⇒ Guests:

- Amy Taylor: Cornerstone Learning Center
 - Deficits has been reduced from the previous owners.
 - A small loan was taken out to get through the tough times in the beginning.
 - Is there any way to assist with some of the hard costs: rent and utilities - long term?
 - At a critical time for the Center
 - There is a fund raiser in the planning stages.
 - Discussion
 - o Haring has contacted the local Day Care with only one responding.
 - o In home daycares have less overhead –
 - o Qualifications of the staff are not certified.
 - o Accountability is lacking -- need to address the monthly deficit.
 - o When they become a 501K there will be more reimbursements
 - o M(Sitzler)died for lack of a second: to fund \$2500 per month until the end of the year contingent upon filing for 501K and returning in October to give a report. (\$2500 is the deficit pre month)
 - o **M(Hoelscher)S(Zetocha)P: to fund \$1500 per month until the end of the calendar year contingent upon filing for the 501K in the month of August and returning in October to give an accounting report.**
 - o O'Brien will visit with Amy.
- **Tornado Watch:** provide support and funding to parents in need.
 - o Weekend backpack program – food/snacks placed discretely in generic back packs.
 - o Assist with lunch programs -- milk --- second helpings.
 - o Need athletic fees paid.
 - o Shoes/equipment for those in need
 - o They seem to have the administration of the program and funding payout covered.
 - o They have some of the details of costs worked out, but other parts of the program are still in gray areas as they have not been down this path before.
 - o \$2000 from the Legion will approach other organizations: Lions, KC's, Oakes Community Foundation, Thrivent, Ottetail, OCH, DakotaValley Electric, Edward Jones, Alco..... have been asked to donate --Booster committees -- Churches --
 - o Budget of \$10,000 to \$13,000 – is a rough estimate.
 - o The program must be very discrete.
 - o M(Sitzler) – died for lack of a second -- to donate \$1000.

- o **M(Sitzler)S(Zetocha)P; to donate \$2000 to this program with funds coming from the Charitable Trust Account: Unanimous vote with Hoelscher abstaining.**

⇒ **Secretary Report:**

- Minutes – **MSP: to receive and file the secretaries report as printed.**

⇒ **Treasurer's Report:**

- Report – **MSP: To receive and file the treasurer's report as printed.**
- Gaming:
 - Report; **MSP: to accept the gaming report at printed.**
 - 2nd quarter tickets have been reviewed.

⇒ **Projects:**

- o Housing: Development area on the west side of Oakes
- o No updated report currently
- o Different ideas are being discussed trying to find forward movement.

⇒ **Community Development Director Report**

- o No report currently

⇒ **Fire Hall**

- o The Weatherhead Distributing building will be open later in the year and the Fire Department will have first chance to purchase and renovate the building. Cost is about \$300,000.
- o Looking at a ladder truck which will not fit in the current facility.

Business /keep in mind items.

- Testing site

There being no further business the meeting adjourned at 12:50pm.

Respectfully reported,

Audrey O'Brien, Secretary,
Oakes Enhancement, Inc.



**Oakes
Enhancement,
Inc.**
PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: September 2, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Conklin, Sitzler, Zetocha, Hoelscher, Haring, Forward, Schnell

Directors Absent: Ulmer, Zimmer, Dahlstrom

Guests: Ryan Lagodinski

Call to Order.

⇒ Guests: Ryan Lagodinski: Fitness Center -- He was unable to attend --- report from Hoelscher

- Looking at starting a fitness center
- Cline building -- but steps are a concern.
- Perhaps the Jack & Jill building ---- to work with another business who is interested in using the building.
- Turnkey fitness center -- open 24 hours.

⇒ **Secretary Report:**

- Minutes – **Motion, Second carried to receive and file the minutes of the August 2014 meeting.**
- No funds have been given to Cornerstone as I do not know where they are to come from, and I believe she had to meet the requirements of completed applications prior to funding.
 - **MM(Hoelscher)S(Zetocha)P: to use sales tax dollars once the requirements have been met (see original motion below) and Cornerstone approaches OEI for the funds.** Haring will contact her with this action.

Action taken at the August meeting.

M(Hoelscher)S(Zetocha)P: to fund \$1500 per month until the end of the calendar year contingent upon filing for the 501K in the month of August and returning in October to give an accounting report.

⇒ **Treasurer's Report:**

- Report – **Motion, Second passed: to receive and file the treasurer's report as printed.**
- Gaming:
 - Report: note the overage on expenses due to the fact the new machine purchase is listed

⇒ Good Samaritan Society Oakes

- Turning away residents
- Loss of employees
- Turning rooms into single rooms
- Need employees to meet the requirements for the number of residents to staff ratio.
- Keep abreast of this situation.

⇒ Oakes Golf Course

- Their loan is due -- OEI letter written and delivered.
- Oakes Golf Course requested an extension to take them to the end of their season --- Schnell received their financial statements and it is looking favorable.
- Unsure if additional funding will be required in the future.

⇒ Weatherhead Distributing Building

- Weatherheads has agreed to sell the building to Kustom Machine.
-

⇒ Projects:

- Housing: Development area on the west side of Oakes

- No further report
- ⇒ Community Development Director Report
 - Nicole Cline: application for the Renaissance Zone
 - Haring presented the application.
 - Wellness center
 - Roof needs to be done.
 - The building is on the state historical register -- which could put some roadblocks up.
 - Process --- OEI must approve the application and then it goes to the city and then to the state.
 - **MM(Conklin)S(Forward)P: to approve the application presented.**
 - BUMP by Jessica Quandt
 - Has not filled out the application --- might look at renaissance Zone as well.
- o Transition of OEI affairs
 - Storage for older files
 - Storage until move is made.
 - Equipment
 - Computer
 - copier
 - No action taken.

Business /keep in mind items.

- Testing site
 - o No report currently
- Fire Hall (see above with Weatherheads)
- New Quilt shop --- renting from Hollingsworth -- Prairie Printing building

There being no further business the meeting adjourned at 12:15pm.

Respectfully reported,

Audrey O'Brien, Secretary,
Oakes Enhancement, Inc.



**Oakes
Enhancement,
Inc.**
PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: October 2, 2014

Place: Oakes Armory

Time: 11:30am

Directors Present: Schnell, Conklin, Zetocha

Directors Absent: Sitzler, Ulmer, Dahlstrom, Haring, Hoelscher, Forward, Zimmer

Guests: Jean Schmaltz, Norma, and Doris Heiser

Call to Order.

⇒ Guests: Schmit & Udem: Unable to attend

⇒ Minutes – **M(Conklin)S(Zetocha)P: to receive and file the minutes of the September meeting as printed.**

- Cornerstone: Amy Taylor was unable to attend the meeting but sent an update to the secretary. She is working with Don Frye on the 501(k), finalizing a budget, getting financial reports in order, and is hoping to come to the November meeting to present. **M(Conklin)S(Zetocha)P (with proxy voting): to advance the money for the months of August, September, and October. \$4500 using sales tax dollars until the nonprofit is granted.**
- Fitness Center: This project seems to be moving forward.
- Good Samaritan Society: Guest Jean Schmaltz, Norma _____ and Doris Heiser
 - Enrollment has been decreasing as they have been sending people to other institutions. This is a troubling situation and needs to be addressed.
 - Schnell has been in contact with headquarters for the North Dakota institutions.
 - Wages seem to be an issue.
 - Retaining staff is an issue.
 - Contract labor is costing the facility.
 - Need CAN's, RN's, LPN's and heavy equipment for large people and staff trained for memory difficulties.
 - When we ship residents to other facilities it is dollars lost across the community.
 - Need trained staff to keep residents locally.
 - Employee evaluations have not taken place for several years.
 - Management needs to be proactive instead of reactive.
- Oakes Golf Course
 - Will attend next month.

⇒ **Treasurer's Report:**

⇒

- **Report – M(Zetocha)S(Conklin)P: to receive and file the financial sheets as printed – noting the statements have not yet arrived.**
- Gaming:
 - Report: the report was reviewed.

⇒ Projects:

- Housing: Development area on the west side of Oakes: No report

⇒ Community Development Director Report: Was unable to attend the meeting.

- Was this project approved by the state? Nicole Cline may have an application for the Renaissance Zone: No updates at this time.
- Is there a proposal? BUMP by Jessica Quandt: No proposal has been presented.

o Transition of OEI affairs

- Storage for older files: waiting to see if there is some available space at City Hall.

- Storage until move is made: A storage area is being used at the KDDR building until they can be transported one time and not twice.

Business /keep in mind items.

- Testing site: No updates
- Prairie Printing building: The building is being leased to Quilt and Sew.

There being no further business the meeting adjourned at 12:40pm.

Respectfully reported,

Audrey O'Brien, Secretary,
Oakes Enhancement, Inc.



**Oakes
Enhancement,
Inc.**
ND Box 365

Oakes Enhancement, Inc. (OEI)

Date: November 4, 2014

Place: St. John's Lutheran Church

Time: 11:30am

Directors Present: Schnell, Conklin, Zetocha, Dahlstrom, Haring, Ulmer

Directors Absent: Sitzler, Hoelscher, Forward, Zimmer

Guests: Scott German, Steve Hansen

President Gary Schnell called the November 4, 2014 meeting of Oakes Enhancement, Inc. to order at 11:30am. The meeting was held at St. John's Lutheran Church in Oakes, ND with six directors and two guests present.

- ⇒ Guests: Amy Taylor of Cornerstone – did not come – a text was sent to her on Monday and a note was left for her at the daycare with Jennifer Gebhardt on Monday.
- ⇒ Guests: Scott German & Steve Hansen – Oakes Golf Club
 - Scott and Steve came to thank OEI for the funds donated to the Oakes Golf Club and to pay off the \$10,000 note.
 - Employed 19 during the summer with 2 or 3 being full time.
 - In need of additional funds
 - Outstanding is \$20,000 at Starion.
 - \$108,000 was paid off in the past year, Scott and Steve were thanked for their efforts to make these loan reductions possible.
 - \$5000 is the request --- to assist with the end of the year expenses.
 - In the spring there will be a request for \$5000 for startup funds
 - Trying to get the tournaments back to the “old day” when Oakes was the place to be and the place everyone wanted to be at.
 - **Motion Made (Zetocha) Second (Conklin)Passed: to grant \$5000 to the Oakes Golf Course to assist with end of the year operating expenses and another \$5000 grant in the spring for startup costs.**
- ⇒ Minutes of the October meetings: **MM(Conklin)S(Dahlstrom)P: to receive and file the minutes as printed.**
- ⇒ **Treasurer's Report:**
 - Report – **MM(Dahlstrom)S(Zetocha)P: to receive and file the treasurer's report as printed –** noting the statements have not arrived for October.
 - Funding request by Dickey County DayCare
 - City first
 - **Motion (Zetocha)S(Ulmer) to donate \$350 to the Day Care from the Charitable Gaming Funds**
 - Gaming:
 - Report: The September report was reviewed.
 - o The gaming manager stated October was an extremely busy month for gaming.
 - Quarterly Review:
 - o The games have been reviewed for the quarter with only slight errors not affecting the submitted reports.
- ⇒ Projects and updated:
 - ALCO
 - Is this a reorganizational bankruptcy.
 - Lisbon is not on the list of stores to close due to the fact the Lisbon store building is locally owned -- Oakes is owned by a real estate company in Fargo.

- The impact of this business closing is huge on the community.
 - Dahlstrom will contact the real estate company to move forward with securing a new business for the space.
 - Housing: Development area on the west side of Oakes
 - Hills will be moving forward in the spring on the west side of town.
 - Flex-Pace loan will be sought by them so work can begin in the spring.
 - Cornerstone: see above
 - Fitness Center
 - Seems to be setting an opening date by the 15th of November.
 - May come to OEI for assistance.
 - Equipment is being purchased from Geffre's.
 - Looking for \$30,000
 - Good Samaritan Society
 - Letter received from headquarters of Good Samartan stating they are in tune with the concerns of OEI and the community about the Oakes Society.
 - Dissension continues in the ranks of the staff.
 - We need to start talking about adding a memory unit
 - Oakes Golf Course: see above.
- ⇒ Community Development Director Report
- Renaissance Zone
 - Nicole Cline has been approved by the state.
 - Going back and forth with the project -- it will be spendy to fix the building.
 - BUMP
- o Kustom Machine is working on improvements and could be requesting PACE loan buydown funding soon.
- o OEI affairs
- Storage for older files
 - Check with Doug – Steve at First State Bank and R & R

Business /keep in mind items.

- Testing site
- Prairie Printing building
 - o The building has been sold --
 - o Need to check with Hollingsworth about loan repayment.
 - o The office will draft a letter requesting payment.

There being no further business the meeting adjourned at 12:45pm.

Respectfully reported,

Audrey O'Brien, Secretary,
Oakes Enhancement, Inc.



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

Date: November 18, 2014

Place: Oakes Armory

Time: 6:30am

Directors Present: Schnell, Conklin, Zetocha, Haring, Sitzler, Hoelscher, Forward, Zimmer

Directors Absent: Ulmer, Dahlstrom

Guests: Superintendent Johnson and Kraig Steinhoff from the Career & Tech Center

President Gary Schnell called the special meeting of the OEI Board of Directors to order at 6:35am, November 18, 2014. The meeting was held at the Oakes Armory in Oakes, ND with eight board members and two guests present.

Item of business: Cornerstone Learning Center

Motion from the August OEI Board meeting stated.

- o ***M(Hoelscher)S(Zetocha)P: to fund \$1500 per month until the end of the calendar year contingent upon filing for the 501K in the month of August and returning in October to give an accounting report.***

Points to consider.

- Meeting with Cornerstone on Monday,
- Amy Taylor is pulling out.
- These three have been trying to manage and keep the daycare in order: Megan Ulmer, Ellen Wiezner(sp), Jennifer Gebhardt
- 7 total employees (4 full 3 part)
- 40 kids per day
- Other day cares will be closing -- for times in December and in the spring for a few months -- so that means more kids for Cornerstone.
- Jessica (Quandt) contacted superintendent Johnson.
- Points from Johnson
 - o There are no other openings in local daycares.
 - o The schools want to step to the plate and assist with keeping the facility open.
 - o Do not want to step on the other daycares but see the need to keep this going --
 - o He feels he will have the support of school board and the Career and Tech center board.
 - o Transition of December or January 1st
 - o Keep it open temporarily.
 - o Working into perhaps a full-time situation if needed.
 - o Career and Tech center has the space to handle the daycare.
 - o Have the staff who could assist with setting the program up.
- Need to look at the long term --- need to look at the big picture for the future --

- **M(Zetocha)S(Conklin)P: to suspend the grant funding from the August motion and going forward all bills from the Oakes Facility only should be presented to OEI for payment – up to the \$1500.**
- **MM(Sitzler)S(Zetocha)P: to continue the \$1500 monthly grant support through May of 2015 with the program under the direction of the Oakes Public School and The Southeast Region Career and Technology Center. These funds could come from the Charitable Gaming Accounts.**

Decisions will be made Friday on the Alco Business remaining open.

No new information on the situations at the Good Samaritan Center

There being no further business the meeting adjourned at 7:20am.

Respectfully reported.

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.



**Oakes
Enhancement,
Inc.**
PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: November 29, 2014

Place: Oakes Armory

Time: 9am

Directors Present: Schnell, Conklin, Zetocha, Haring, Hoelscher, Zimmer,

Directors Absent: Sitzler, Ulmer, Forward, Dahlstrom

Guests: Courtney Wolff, Beth Wolff

President Gary Schnell called the November 29th meeting of the OEI Board of Directors to order at 9am. The meeting was held at the Oakes Armory with six directors and two guests present.

Guest: Courtney Wolff

- Ms. Wolff is interested in Cornerstone Learning Center (Daycare). She currently is employed at a DayCare in Wisconsin.
- Would like children to have good memories of their daycare experience.
- Graduate of Mayville State
- Proposal for the daycare
 - Past three owners have not been able to make this a feasible venture
 - Bring building up to code.
 - Beth Wolff would come in to assist Courtney with the management of a daycare.
 - Does not want a daycare associated with a facility.
 - Need to be in the state food program and there is possible fuel assistance as well.
- Courtney would like \$15 per hour.
- Would like to have outside ownership and Courtney would just manage.
- City is looking to swap properties with Matt Hill concerning the current daycare building. Then the city would have ownership of the building.
- Before and After school programs can be enjoyable for the students. Most students do not want to go to daycare when they are over 8 years old.
- Building inspectors vary in what they allow in bringing the facility up to code.
- Need another door in the infant room.
- Need a fireproof tunnel to get out the back door.
- Paint paneling with fireproof paint
- Fix exposed duct work.
- The outside space needs work
- Need toy storage.
- What is OEI involvement to be?
- What is the current issue?
- We are involved only until January 1.
- Funding from OEI will continue through May of 2015.
- School is a temporary solution.
- If the Vocational School gets involved, they would be in it to the full extent of the project.
- All OEI can do is facilitate conversations with those involved.
- Licensing is an issue as the current license could be tied up with Amy Taylor and Cornerstone
- It appears licensing could be easily transferred to Ms. Wolff.
- Need to set up a group of people to be able to make decisions. Parents, OEI, City
- Zimmer would be on this group.
- Is there a contract with the parents?

- northdakotachildcare.org
- Food program and childcare assistance programs are available making the business more feasible & profitable for the providers.
- Go to city council meeting on Monday --

OEI will meet at 7am on Tuesday, to discuss this matter and get feedback from the City Council meeting.

Thoughts of the group –

OEI Should not be involved in this process but a group should be formed to take the lead.

For city involvement -- If there is not a business that comes in to take up where Alco leaves off (due to the corporate closing of their stores) sales tax will be a major issue for funding assistance.

There being no further business the meeting adjourned at 10:25am

Respectfully reported.

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



**Oakes
Enhancement,
Inc.**
PO Box 365

Oakes Enhancement, Inc. (OEI)

Date: December 2, 2014

Place: Armory

Time: 7 am and 11:30am

Directors present: Hoelscher, Schnell, Conklin, Forward, Haring, Zimmer, Zetocha

Directors Absent: Sitzler, Ulmer, Dahlstrom

Vice President Art Conklin called the December 2, 2014 meeting of the OEI Board of Directors to order at 7:05 am. President Schnell arrived and took over. This meeting was held at the Oakes Armory with seven directors present.

Items of business:

⇒ Daycare Center

- No action was taken at City Council save for being supportive of the daycare.
- Nick Harris will represent the city --- Wentworth will represent the parents.
- Need to get a listing of the parents.
- Delight Schaefer will be closing at the end of this school year.
- Hoelscher had a comment about opening applications to the public.
- Johnson has visited with the current staff to see if they are willing to take over – we have not heard the results.
- Let the committee that is formed take the lead.
- OEI needs to start backing out of this project.
- OEI Will continue financial support through June.
- Not commit to a dollar amount at the current time -- if there are board members or council members on the committee -- they can report back to their respective entities and decide the current needs and fund accordingly.
- A committee of parents, city council, OEI, (Sheila Nagel, Tonya Wald, Art Conklin, Gary Schnell, Nick Harris- Wentworth) Note: Sheila and Tonya will have to be asked. Other names were also discussed. Haring will make the necessary calls.

⇒ Secretary's report

- Minutes – motion to receive and file.
- **M(Conklin)S(Hoelscher)P: to receive and file the minutes of the November 4th, 18th and 29th meetings as reviewed and printed.**

⇒ **Treasurer's Report:**

- Report – motion to receive and file:
 - **M(Forward)S(Zetocha)P: to receive and file the treasurer's report as printed noting the statements have not arrived to be reconciled.**
- Checks from gaming to OEI.
 - Will be discussed at a different time.
- Gaming:
 - Report: October was a very busy revenue producing month for gaming

⇒ Projects and updated:

- ALCO
 - Emailed Shopko and sent a packet of information.
 - Sent the name of the people who owned the building.
 - Shopko hometown -- is interested -- they function in smaller venues.
 - No inventory will be taken in Oakes and that is a good sign -- they will also be getting truckloads of freight.

- Target and Walmart are now entering smaller markets.
- Housing: Development area on the west side of Oakes
 - No report currently
- Cornerstone: see above
- Fitness Center
 - Target opening date is December 15th.
- Good Samaritan Society
 - Nothing new has been received after the first letter stating they would get back to us in 14 days. That correspondence was dated in late October.
 - Should there be another meeting?
 - Schnell will give headquarters a call and see if headquarters would meet with OEI.

⇒ Community Development Director Report

- Renaissance Zone – still in the process
- BUMP
 - Application by JLLJ, LLC
 - Waiting for more information

Business /keep in mind items.

- Testing site
- Prairie Printing building
 - o A copy of the letter sent in early November will be resent as no copy of the letter sent in early November will be resent as no contact has been made because of the letter.

Clarification on the granting process needs to be made. As per the recent grants etc. with the golf course.

There being no further business the meeting adjourned at 7:45am

Respectfully Reported,

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

