



Oakes Enhancement, Inc. (OEI)

Date: January 5, 2016

Place: Oakes Armory

Time: 11:30am

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

Directors Absent: Ulmer, Forward, Dahlstrom

Guests: Bernie and Marlene Vculek

President Art Conklin called the January 5, 2016 meeting of the Oakes Enhancement, Inc. Board of Directors to order at 11:40am. **Adding to the agenda, Vculek land, wages, moving of City Hall: M(Schnell)S(Sitzler)C; to accept the agenda with the additions.** The meeting was held at the Oakes Armory with directors and guests present.

⇒ Guests:

- Vculeks are in the market to sell the land between the Shopko and the hospital.
 - Would OEI be interested in purchasing the land to have control what the land is used for.
 - One buyer would like to put up a machine shop – however is this the type of facility to have in this space.
 - If OEI would purchase -- would potential investors want the land donated to them. OEI should recoup most of the cost.
 - Vculek's did not have a value on the land.
 - It seems apartments would be a good use of the land. How much fill would be needed?
 - **M(Sitzler)S(Hoelscher)P: OEI will retain an appraiser to appraise the land and give it a dollar value.**
 - Discussion question -- if the land is sold to someone – will OEI share the appraisal?
 - o Course of action:
 - Find an appraiser and which direction do we go commercial or residential.
 - Environmental studies need to be considered.
 - City Hall has some research on appraisers.
 - Currently zoned agricultural

⇒ **Wages:** Conklin has visited with Nagel

- **(M(Zetocha)S(Schnell)P: to pay \$16 per hour with 12 hours per week as the base and funds from the gaming expense account. Review at the end of the year**

⇒ **Ownership of City Hall**

- Is OEI interested in purchasing City Hall – and convert to a business adventure – perhaps Tiny Tornado?
- Is the facility large enough to facilitate the Daycare?
- Need to evaluate the facility to see what changes will be needed for a daycare.
- Appraisal value is \$125,000.
- Information for the Mayor to take back to the City Council is that OEI is very interested in the building.
- A consideration would be if the city would make the improvements and repairs to the current facility and it seems it will not be feasible for the city to fix the current structure before a sale.
- Payment schedule is negotiable.
- How to proceed -- we need to visit with the daycare to give them timelines and see what they would need to bring city hall up to code for them.

⇒ **Secretary's Report**

- **M(Schnell)S(sitzler)P:** to receive and file the minutes of the December Board of Directors meeting as presented.
- Annual Meeting: The annual meeting will be held during the regular meeting time and date. Post in the Oakes Times. February 2, 2016 - 11:30am at the Oakes Armory south room. With a special meeting of the board on February 4th.
- Correspondence: Thank you for the donation to the Prairie Twisters and Decca

⇒ **Treasurer's Report:**

- Report – **M(Schnel)S(Zetocha)P:** to receive and file the December treasurer's report as printed.
- Gaming:
 - Report: **M(Zetocha)S(Schnell)P:** to receive and file as presented

⇒ **Projects and updates**

- Tiny Tornadoes: Filing fee update: continue with the filing process--
- Job Service: Should hear more this week on the future of the Oakes office.

⇒ **Community Development Director Report**

- Water Assistance Guidelines:
 - **M(Sitzler)S(Zetocha)P:** to accept the guidelines as proposed by Haring.
 - o 65% rounding the dollar amount up and down to make an even dollar amount.
 - o Following the application guidelines of the Homestead Act.

Business /keep in mind items.

- Irrigation Testing site
- Good Samaritan Society Oakes
- Kelsen's Bakery
 - o There has been some interest.
- Embroidery Creations

Additional Agenda Items

There being no further business the meeting adjourned at 12:55 pm

Respectfully reported.

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



Oakes Enhancement, Inc. (OEI)

Date: February 2, 2016

Place: Oakes Armory

Time: 11:30am

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

Directors unavailable: Schnell, Ulmer, Zimmer

Guests: Anna Sell and Josh Johnson

President called the OEI Board meeting to order following the annual meeting on February 2, 2016. The meeting was held at the Oakes Armory with seven directors and eight guest's presidents.

⇒ **Guests:**

- Anna Sell Principal of the Oakes Elementary School
 - Anna Sell began her presentation with the need for preschool. Tiny Tornadoes can only accommodate 13 students. All their spots are filled as well as spots for next year.
 - Target is from disadvantaged home.
 - The vision of the school is to make sure all students be able to attend pre-school.
 - Tuition would be charged of \$1000 if a student is not from a disadvantaged home.
 - Asking for a letter of support for this project
 - **M(Forward)S(Sitzler)P; to send a letter of support for the preschool project to the Oakes School Board**
 - Haring will draft the letter.

⇒ **Election of OEI Officers for 2016**

- **M(Zetocha)S(Forward)P to cast a unanimous ballot for the existing officers.**
- President Art Conklin, Vice President Gary Schnell, Treasurer Doug Sitzler

⇒ **Mention of the Bylaws review**

- A committee was appointed: Sitzler, Hill and Forward.
- The committee will review the bylaws and make recommendations throughout the year. The bylaws need to be voted on at an annual meeting. The next one will be in 2017.

⇒ **Updating membership listing**

- A committee was appointed Zetocha and Forward.
- This committee will update the current membership list making recommendations as to which names should be placed in an inactive listing. Many from the current listing are deceased.
- They will also make plans to let the public know that membership is open to the public and it is a \$50 lifetime membership fee.

⇒ **Haring presented information from Tiny Tornadoes**

- They have been measuring the current city hall and trying to put the information together to see if it is feasible to move the daycare from downtown.
- Tax exempt status filing papers have been finalized.

⇒ **Secretary's Report**

- motion to receive and file.

⇒ **Treasurer's Report:**

- Report – motion to receive and file:

- Gaming:
 - Report:

⇒ **Projects and updates**

⇒ **Community Development Director Report**

- Water Assistance: New Guidelines

Business /keep in mind items.

- ⇒ Irrigation Testing site
- ⇒ Good Samaritan Society Oakes
- ⇒ Kelsen's Bakery
- ⇒ There has been some interest.
- ⇒ Embroidery Creations

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

Respectfully reported.

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



Oakes Enhancement, Inc. (OEI)

Date: March 1, 2016

Place: Oakes Armory

Time: 11:30am

Directors: Hoelscher, Hill, Conklin, Domine, Haring, Zimmer, Zetocha

Directors absent: Sitzler, Schnell, Forward,

Guests: Steve Dahlstrom, Tiny Tornadoes

President Art Conklin called the March 1, 2016 meeting of the Oakes Enhancement, Inc. Board of Directors to order at 11:30am. Nancy Domine was welcomed as the new Chamber Representative. Newly elected board member, Matt Hill, was welcomed but it was noted he did attend the February board meeting.

⇒ **Guests:**

▪ **Tiny Tornadoes**

- Llace Pahl stated Tiny Tornadoes are at capacity which is 51. Building designed for 49 at one time, not all are in the building at the same time.
- Staffing changing are taking place but seems to be under control.
- Financials were reviewed.
- The remodeling of the City Hall for the daycare.
 - o Bids have been secured.
 - o Total project between \$80,000 and \$100,000
 - o They have checked with South Central Dakota Regional Council and the Small Business Administration
- The Board would like to help with this project by perhaps purchasing a building and they can use rent free. Some would be willing to assist with the remodeling.
- Will need to have a lease agreement.

▪ **Steve Dahlstrom: All Flex PACE Buydowns**

- **Fir Avenue Apartments LLC: Matt and Brenda Hill**
 - o 1007 Fir Avenue
 - o 12-unit building
 - o 30-year-old building
 - o Request: \$350,000 for five years
 - o OEI projected portion: \$23,000 over a 10-year program
- **Total Home:**
 - o Real Estate and Equipment
 - o Real Estate projected OEI proportion: \$45,000 plus could be the OEI participation at 10 years.
 - o Equipment and inventory projected OEI portion: \$20,323: 7-year buydown
 - o Employ 3 full time and 3-part time.

- **Kustom Machine:**
 - o Purchase of new equipment
 - o \$356,000
 - o 7-year repayment
 - o Projected OEI portion: \$ 16,000 over a 7-year period
- **Dani Dahlstrom**
 - o Harris Duplex 1317 Fir Avenue
 - o 10-year participation for OEI
 - o Projected OEI proportion: \$ 19,000 over a 10-year period
- **It was decided to leave voting on these until a time when more board members are available.**
- **Update on Kelsen's Bakery**
 - The building has been sold and there are some investors exploring different options.
 - Walk in cooler and ovens are a plus for the businesses looking at the facility.

⇒ **Secretary's Report**

- **M(Zetocha)S(Hoelscher)C: to receive and file the minutes of the February 2, 2016 annual meeting, and the February 2, 2016 Board of Directors meeting.**

⇒ **Treasurer's Report:**

- **Report – M(Hill)S(Domine)P: to receive and file the Treasurer's report as printed --**
- **Gaming:**
 - Gaming is down – hours at Rudy's are reduced to opening at 4pm and not 10am or noon.

⇒ **Projects and updates**

- **Purchase of City Hall**
 - Is OEI still interested in purchasing the building?
 - Building appraised at \$125,000 -- the roof needs work
 - Suggested purchase price of \$100,000 to \$120,000 -- it could be broken in payments if need be. A couple of large sums.
- **Purchase of Vculek Land on Highway 1**
 - Appraised value of \$350,000 as is -- it is the highest appraisal rate as it has not been assigned a use for the land.
 - Bernie Vculek would like to sell the land to OEI as he is advancing in age and does not want to deal with land sales.
 - Bernie Vculek has not given a price to OEI that he would like.
 - How to proceed: OEI has the appraised value. Should this be shared with Bernie?
- **Mention of the Bylaws review (Forward, Hill, Sitzler)**
 - Since any revisions to the bylaws will need to be voted on by the general membership at the annual meeting, work will not have to be completed until the end of the year.
 - No action currently

⇒ **Updating membership listing (Zetocha, Forward)**

- **No report currently**

⇒ **Community Development Director Report**

- Made with the above projects.

Business /keep in mind items.

- ⇒ Irrigation Testing site
- ⇒ Good Samaritan Society Oakes

There being no further business the meeting adjourned at 1:05 pm.

Respectfully reported.

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



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

Special OEI Board Meeting

Sunday, March 6, 2016

4:30pm

Oakes Armory

Directors: Conklin, Schnell, Forward, Zetocha, Domine, Hoelscher, Sitzler, Hill, Haring, Zimmer

Agenda

Call to order.

Approve minutes of the March 1, 2016 meeting.

Items of Business:

- Flex Pace Buy Downs:
 - o Kustom Machine
 - o Dani Dahsltrom
 - o Total Home
 - o Fir Avenue Apts: LLC
- City Hall
- Tiny Tornadoes
- Bernie Vculek Land
- CD coming due at First Community Credit Union: \$43,944.68

Other business

Adjournment

.



Special Oakes Enhancement, Inc. Board Meeting (OEI)

Sunday, March 6, 2016

4:30pm

Oakes Armory

Directors Present: Conklin, Schnell, Zetocha, Domine, Hoelscher, Sitzler, Hill, Haring, Zimmer

Directors Absent: Forward

President Art Conklin called the Special Meeting of the OEI Board of Directors to order at 4:30pm on Sunday, March 6, 2016. The meeting was held at the Oakes Armory with nine directors present.

M(Schnell)S(Holscher)P: to receive and file the minutes of the March 1, 2016 meeting as presented.

Items of Business:

- Flex Pace Buy Downs:
 - o Kustom Machine
 - **M(Zetocha)S(Schnell)P: To fund the Flex Pace Interest Buy Down for Kustom Machine. OEI's part of the interest buy down would be approximately \$16,000 over 7 years.**
 - o Dani Dahlstrom
 - **M(Sitzler)S(Hill)P: to fund the Flex Pace Interest Buy Down for Dani Dahlstrom. OEI'S part of the interest buy down would be approximately \$19,000 over 10 years.**
 - o Total Home
 - **M(Zetocha)S(Schnell)P: to fund the Flex Pace Interest Buy Down for Total Home Real Estate. OEI's part of the interest buy down would be approximately \$45,000 over 10 years.**
 - **M(Hill)S(Sitzler)P: To fund the Flex Pace Interest Buy Down for Total Home Equipment and Inventory. OEI's part of the interest Buy Down would be approximately \$20,000 over 7 years.**
 - o Fir Avenue Apts: LLC
 - **M(Hoelscher)S(Zetocha)P: (Hill abstained from voting): To fund the Flex Pace Interest Buy Down for the Fir Avenue Apartments. OEI's part of the interest buy down would be approximately \$23,400 over 10 years.**
- Harris Machine
 - o **M(Sitzler)S(Schnell)P: to suspend 2016 payment on PACE Loan Interest Buy Down with Harris Machine as mandated by the Bank of North Dakota due to noncompliance with the Bank of North Dakota job creation ratio.**
- City Hall
 - o **M(Sitzler)S(Schnell)P: (Roll call vote: Sitzler: yes, Zetocha: yes, Hoelscher: no, Hill: yes, Schnell: yes, Domine: no, Conklin: yes) to purchase City Hall at \$120,000 in one payment. Accounts where the funding will be taken from for this project will be decided at an upcoming meeting.**
- Tiny Tornadoes

- o Haring has attended meetings with the Tiny Tornado Steering/Advisory Board
- o The Hill's are willing to sell the current facility.
- o A special meeting will be set up – to determine which facility will be the most feasible. The advisory board will need to get estimates on upgrades to the Hill Facility.

- Bernie Vculek Land
 - o Bernie Vculek will need to be told the appraisal value noting this appraisal is at the highest land use rate.
 - o Do we want to pursue this land purchase in the future?
 - o We need to determine what Bernie wants for the land.
 - o Mayor Zimmer will speak with Vculek.

- CD coming due at First Community Credit Union: \$43,944.68
 - o **M(Hoelscher)S(Sitzler)P: to cash in the CD coming due at First Community Credit Union at maturity and deposit in the business checking account. Once OEI has entered current projects it will be determined if the CD is needed in the checking account. If not, the dollars can be reinvested.**

There being no further business the meeting adjourned at 5:40pm

Respectfully reported.

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



Oakes Enhancement, Inc. (OEI)

Date: April 5, 2016

Place: Oakes Armory

Time: 11:30am

Directors Present: Hoelscher, Schnell, Hill, Conklin, Forward, Domine, Haring, Zimmer,

Directors Absent: Sitzler, Zetocha

Guests: DECA Students

President Art Conklin called the April 5, 2016 meeting of the OEI Board of Directors to order at 11:45am. The meeting was held at the Oakes Armory with seven directors and four guests present. The agenda was adopted as presented.

- ⇒ **Guests:** DECA students were present to request funding for a trip to Nationals in Nashville.
 - **M(Hoelscher)S(Schnell)P: to donate \$250 per student to assist with their funding needs.**
- ⇒ **Secretary's Report**
 - **M(Schnell)S(Hoelscher)P: to receive and file the minutes of the March 24, 2016 meeting with the Tiny Tornado representatives as presented.** Minutes of the March 1 and March 6, 2016 meetings were previously approved.
- ⇒ **Treasurer's Report:**
 - Report –**M(Hoelscher)S(Hill)P: to receive and file the Treasurer's report as printed and presented.**
 - Update on FLEX PACE interest buy downs.
 - Fir Avenue Apartments and Dani Dahlstrom did not qualify. For apartments to qualify you need to take them down to the studs in renovation.
 - Waiting to hear final figures on: Kustom Machine, and two for Total Home
 - Treasurer's fund sheet
 - A basic sheet was prepared for the board member to critique. It included funds available as well as pledged funds needed for projects OEI has committed to. There will be additions in the future including listing of land assets and the like. Also updating the Buydown chart once the new Flex PACE buy downs are in place.
 - Gaming:
 - **Report: M(Hill)S(Hoelschr)P: to receive and file the February 2016 report as printed.**
- ⇒ **Projects and updates**
 - **Lease Agreement with Vculek's -- rent amount**
 - o **M(Forward)S(Schnell)P: to continue as in the recent past with a two-year lease at \$130 per acre.**
 - Purchase of Vculek Land by the hospital
 - o Zimmer (First met with Vculek) then Conklin and Sitzler also met with Bernie Vculek and he is wanting the appraisal rate of \$350,000.
 - o We will not be pursuing the purchase of this land.
- ⇒ **Community Development Director Report**
 - Closing on City Hall
 - o Do we want an inspection? No motion came from the group so no inspection will be made.
 - o Two abstracts -- or a sub abstract: Update separately was the consensus of the group.
 - o The building will be insured through the city policy.
 - o There is a purchase agreement in place.

- Tiny Tornadoes
 - o Waiting for the financing and waiting for estimates on upgrades
 - o There is a purchase agreement in place.
- Nothing official on a Dollar Store
 - o There has been some forward movement, but they have not contacted the city for permits or the like.
- Kelsen's Bakery
 - o Water line break
- True Value is for sale

Business /keep in mind items.

- ⇒ Mention of the Bylaws review (Forward, Hill, Sitzler)
 - Since any revisions to the bylaws will need to be voted on by the general membership at the annual meeting, work will not have to be completed until the end of the year.
- ⇒ Updating membership listing (Zetocha, Forward)
- ⇒ Irrigation Testing site
 - Work continues.
- ⇒ Good Samaritan Society Oakes
 - No report currently
- ⇒ Kelsen's Bakery
 - See above.

There being no further business the meeting adjourned at 12:30pm.

Respectfully reported.

Audrey O'Brien, Secretary
Oakes Enhancement, Inc
PO Box 365
Oakes, ND 58474-0365



Oakes Enhancement, Inc. (OEI)

Date: May 3, 2016

Place: Oakes Armory

Time: 11:30am

Directors Present: Hoelscher, Schnell, Hill, Conklin, Domine, Haring, Sitzler, Zimmer

Directors Absent: Zetocha, Forward

Guests: Darrell Gref, FFA, Tiny Tornadoes

President Art Conklin called the May 3, 2016 meeting of the OEI Board of Directors to order at 11:45am. The meeting was held at the Oakes Armory with eight directors and four guests present. The agenda was adopted as presented.

⇒ **Guests:**

- Darrell Gref: Foam Truck: Unable to attend
- FFA:
 - Three guests
 - Leadership Conference
 - Request for funding:
 - o Total Cost of the trip is \$1300 per student with three attending.
 - o **M(Sitzler)S(Schnell)P: to donate \$250 per student for them to attend the conference.**
 - o
- Tiny Tornadoes:
 - Llayce Pahl:
 - The bids are in for the work that needs to be done and the work started yesterday.
 - Llayce gave an update on the repairs and the plans for the building floorplan to meet code.
 - They have received their nonprofit status so they can go back and file their 2015 tax return as a non-profit
 - No comments or issues from the group
-

⇒ **Secretary's Report**

- **M(Sitzler)S(Schnell)P: to receive and file the minutes of the April meeting.**

⇒ **Treasurer's Report:**

- Report **M(Domine)S(Hoelscher)P: to receive and file the Treasurer's report as printed and presented.**
- CD at First State Bank is coming due.
 - By Consensus: cash and put in the savings account at First State Bank so we can group together with other funds and reinvest in larger amounts.
- Update on FLEX PACE interest buy downs.
 - Waiting to hear final figures on: Kustom Machine, and two for Total Home
- Treasurer's fund sheet
 - Waiting to prepare a new sheet with land and property values added: put in at \$5000 per acre.
- Funds request from Bear Creek Roughriders
 - **M(Hoelscher)S(Hill)P: to donate \$500 to this group for the community rodeos.**
- Gaming:
 - **Report: M(Hoelscher)S(Sitzler)P: to receive and file the March 2016 report as printed.**
 - Games for the first quarter have been reviewed. Errors do not make any difference in the end.

⇒ **Projects and updates**

⇒ **Community Development Director Report:** April Haring

- Closing on City Hall
 - Closed on April 18, 2016
 - OEI owns the building.
- Tiny Tornadoes
 - See above.
- Nothing official on a Dollar General Store
 - Moving along and applying for a building permit
 - They have not approached with the city for any exemptions.
 - It appears they may be opening stores in Oakes, Gwinner and Hankinson
- Weather station hit by electricity but that is being worked on
- Kelsen's Bakery
 - Pizza Ranch is not looking favorable.
- Mercedes Wallock Benefit Color Walk
 - Walk being planned for her benefit.
 - OEI sponsorship
 - Two levels
 - OEI has avoided this in the past and will continue with this practice.
- True Value is for sale

Business /keep in mind items.

- ⇒ Mention of the Bylaws review (Forward, Hill, Sitzler)
 - Since any revisions to the bylaws will need to be voted on by the general membership at the annual meeting, work will not have to be completed until the end of the year.
- ⇒ Updating membership listing (Zetocha, Forward)
- ⇒ Irrigation Testing site
 - No report currently
- ⇒ Good Samaritan Society Oakes
 - No report currently
- ⇒ Kelsen's Bakery
 - See above.

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

Respectfully reported.

Audrey O'Brien, Secretary
Oakes Enhancement, Inc
PO Box 365
Oakes, ND 58474-0365



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

Oakes Enhancement, Inc. (OEI)

Date: June 7, 2016

Place: Oakes Armory

Time: 11:30am

Directors Present: Schnell, Hill, Conklin, Domine, Haring, Zetocha

Directors Absent: Zimmer, Hoelscher, Forward, Sitzler

Guests: Darrell Graf

President Art Conklin called the June 7, 2016 meeting of the OEI Board of Directors to order at 11:40am. The meeting was held at the Oakes Armory with six directors present.

⇒ **Guests:** Darrell Graf 425.5454 grafire@bis.midco.net

- Design of a pumper truck for fire trucks.
- He would like to have someone take this project over and get his idea into production.
- Mr. Graf is unable to handle the stress of a project such as this due to Post Traumatic Stress Disorder and he would need financial backing as well for production and marketing.
- The idea is a foam pumper truck – which would sell for a quarter of a million dollars.
- Schnell will turn over this name to Harris Machine for them to pursue.

⇒ **Secretary's Report**

- **M(Schnell)S(Domine)C: To receive and file the secretary's report for the May 2016 meeting as printed.**

⇒ **Treasurer's Report:**

- **M(Hill)S(Schnell)P: To receive and file the treasurer's report as printed.**
- Update on FLEX PACE interest buy downs.
 - Steve Dahlstrom supplied an update on the Flex Pace loans and the report was given by President Conklin.
 - The loans are nearing completion and the interest buy downs will be presented at that time.
- Treasurer's basic spreadsheet
 - The spreadsheet has been updated with the building and land values added.
- Gaming:
 - **Report: M(Zetocha)S(Hill)P: to receive and file the April gaming report as printed**

⇒ **Projects and updates**

- **City Hall (New City Hall)**
 - o Accepted bids for bathroom remodel.
 - o Roof repairs are delayed.
 - o Naming of the New City Hall
 - Oakes Community Center is a consideration
- **Former City Hall**
 - o No calls have been produced as to the use of the building.
 - o Put an article or ad in the Oakes Times -- and the web site (Haring will see to these tasks)
- **Tiny Tornadoes**
 - o Llacey Pahl supplied a financial report and update on Tiny Tornadoes.
 - o BND has tentatively approved.
 - o Needs title work – and a few details.
 - o Things could fall into place soon.
- **Dollar General**
 - o They have applied for a building permit and it was approved.

- o Should be operation in Feb. 2017.
- o \$18 billion in annual sales
- **Casey's**
 - o Karlgaard's will be out on June 15th.
 - o 5th largest gas station in the country

⇒ **Community Development Director Report**

- **No Parking signs** -- DOT doing a seal coat.
- **Weather Station:** It was supposed to be fixed but we are still not on the television reporting -- Oakes is still off the grid until all repairs have taken place.
- **Election:**
 - o There are some spots available (Three spots) Forward, Roberts and Strutz positions
 - o Park Board: Bob Miller is running, and Matt Folkman is a write -in.
- **Project Proposal received by Haring from the Department of Commerce**
 - o Consider the Harris building North of Town. Haring will put people in contact with each other.

Business /keep in mind items.

- ⇒ Mention of the Bylaws review (Forward, Hill, Sitzler)
 - Since any revisions to the bylaws will need to be voted on by the general membership at the annual meeting, work will not have to be completed until the end of the year.
- ⇒ Updating membership listing (Zetocha, Forward)
 - An updated listing should soon be available.
- ⇒ Irrigation Testing site:
 - No report currently
- ⇒ Good Samaritan Society Oakes
 - No report currently
- ⇒ Kelsen's Bakery
 - Included in the report from Steve Dahsltrom's Flex Pace
 - Building has been purchased by local investors.
 - Remodel permit has been applied.
 - Opening as a bakery

The next board meeting is on July 5th -- those gathered agreed to move the meeting to July 12th.

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

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.



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

Oakes Enhancement, Inc. (OEI)

Date: July 12, 2016

Place: Oakes City Hall and Civic Center

Time: 11:30am

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

Directors Absent, Hill Zimmer.

Guests:

President Art Conklin called the July. 12, 2016 meeting of the OEI Board of Directors to order at 11:40am. The meeting was held at the Oakes City Hall and Civic Center with eight directors present.

The agenda was approved as presented with two additions: Treasurer's report (credit use and the project savings account.). M(Zetocha)S(Hoelscher) P: to approve the agenda as presented with the two additions.

⇒ **Guests:** There were no guests

⇒ **Secretary's Report**

- **M(Schnell)S(Domine)P: to receive and file the Secretaries report as printed.**

⇒ **Treasurer's Report:**

- **M(Hoelscher)S (Sitzler) P: to receive and file the report as presented and explained.**
- Update on FLEX PACE interest buy downs.
 - Moving forward on Kustom Machine
- Harris Machine – discussion on the number of employees -- OEI backed down on one loan due to lack of compliance with the number of employees – the OEI board members said OEI would continue to support the buy down if the numbers come into compliance.
- Treasurer's basic spreadsheet: No comments or concerns.
- Gaming Report: **M(Sitzler)S(Forward)P: to receive and file the gaming report as printed.**
- Credit Card at First Community Credit Card: Since the card has not been used in several years it was decided not to renew the card.
- Project Savings Account:
 - **Manufacturing dollars" M(Schnell)S(Sitzler)P: to return the money to the companies who invested.**
 - BUMP: \$10,000 left
 - Wells Fargo from JLG escrow account: \$26,000+ -- could this be used to repair the former city hall building that OEI owns. Haring will contact people concerning the roof repair.

⇒ **Projects and updates**

▪ **New City Hall**

- o Updates continue – bathrooms.
- o Roof
- o Sound panels have been put in the gymnasium.
- o

▪ **Former City Hall:**

- o There is interest in the building but needs guidance about renting etc.
- o How about a price for sale: At least the original investment of \$125,000?
- o Haring put a flyer together and an ad could be put in the Oakes Times.

• **Tiny Tornadoes**

- o All is going well.
- o They had the Bobcat volunteers assist with the playground area.

• **Dollar General**

- o Excavation work as begun.
- o Concerns about RV parking since the store has taken over the RV spots.
- o Would be nice to find places on the highway.
- o There is someone interested in opening an RV Park.
- o Lincoln Oakes nursery might be a place since it is located on the highway.
- o It appears RV parks are disappearing.
- **Casey's**
 - o They are open and running.

⇒ **Community Development Director Report**

- **Weather Station: Still out of commission**
 - o The parts have been installed but it continues to be disabled.
 - o Waiting for regular maintenance visit in August

Business /keep in mind items.

- ⇒ Mention of the Bylaws review (Forward, Hill, Sitzler)
 - Since any revisions to the bylaws will need to be voted on by the general membership at the annual meeting, work will not have to be completed until the end of the year.
 - Sitzler would like to discuss this at the next meeting.
- ⇒ Updating membership listing (Zetocha, Forward): this has been turned in to the office and is being updated. Thank you for the work on revising the list.
- ⇒ Irrigation Testing site
 - Zetocha gave a report -- a meeting is going to be held in the future to work out details on buildings and equipment.
 - Still pursuing state funding and it appears this project has been moving up on the state project list.
- ⇒ Good Samaritan Society Oakes
 - Still, lots of traveling nursing coming in which does not always sit well with the residents.
 - Government funding will be impacting nursing homes in the future.
- ⇒ Bakery updates
 - Remodeling is in progress.
 - Bakery, subs, etc.....
 - A group of investors is involved with this project.
 - The equipment has been leased for two years.

New Bleachers: Hoelscher

- o Looking for donations to assist with paying for new transports which was \$2400.
- o **M(Forward)S(Schnell)P: to fund \$600 with funds from the Gaming account. Funds pass through the Park Board.**

There being no further business the meeting adjourned at 12:35pm

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



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

Oakes Enhancement, Inc. (OEI)

Date: August 2, 2016

Place: Oakes City Hall and Civic Center

Time: 11:30am

Directors Present: Hill, Conklin, Forward, Domine, Haring, Zetocha, Sitzler,

Directors Absent: Zimmer, Schnell, Hoelscher

President Art Conklin called the August 2, 2016 meeting of the OEI Board of Directors to order calling for any additions to the agenda. The meeting was held at the Oakes Armory/City Hall/Civic Center with seven in attendance.

⇒ **Secretary's Report**

- **M(Hill)S(Domine)P: to receive and file the Secretary's report as printed.**

⇒ **Treasurer's Report:**

- **M(Hill)S(Sitzler)P: to receive and file the Treasurer's report as printed.**
- SE Regional Manufacturing
 - Membership being refunded (7 of the 9 have been refunded)
- Gaming Report:
 - Quarterly review completed and the games were very well done.
 - **M(Hill)S(Domine)P: to receive the gaming report as printed.**

⇒ **Bylaws updates**

- Sitzler, Hill, Forward
- The board reviewed the committees changes and accepted them for presentation at the annual meeting where they will be voted upon.

⇒ **Projects and updates**

- **Former City Hall building**
 - o Ads have appeared in the Oakes Times.
 - o There was an inquiry about the facility.

⇒ **Community Development Director Report**

- Taken care of in other business items.

Business /keep in mind items.

⇒ Updating membership listing (Zetocha, Forward): List has been updated.

⇒ Irrigation Testing site

- Zetocha has met with officials and reported on the progress of the site.

⇒ Tiny Tornadoes is moving forward.

- The playground is close to completion.

⇒ Good Samaritan Society Oakes: no updates currently

⇒ Bakery updates: Progress continues the renovations.

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

Respectfully reported,

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



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

Oakes Enhancement, Inc. (OEI)

Date: September 6, 2016

Place: Oakes City Hall and Civic Center

Time: 11:30am

Directors Present: Conklin, Schnell, Forward, Domine, Hill, Hoelscher, Zetocha, Haring

Directors Absent: Monty Zimmer and Doug Sitzler

Guests: Dale Jensen

President Art Conklin called the September 6, 2016 meeting of the OEI Board of Directors to order at 11:35am calling for any additions to the agenda – information from Tiny Tornadoes – and a walk through of the old City Hall. The meeting was held at the Oakes Armory/City Hall/Civic Center with eight directors and one guest in attendance.

⇒ **Guests: Dale Jensen: Jamestown University Classes update**

- Dale began by passing out student evaluations of last year's class.
- This is a college prep class = pushing them to excel
- It also boosts their confidence.
- Jensen was looking for funding to help support this class for the year.
- It seems per student cost is \$750 for which there are college credits -- and it appears 3 to 4 students may need assistance. Only the school counselor knows who those students are.
- **M(Zetocha)S(Hill)P: to donate \$1500.00 total to be used for the Jamestown course program and those taking online classes with funds from the Charitable Gaming Trust. Roll Call Vote: Schnell-yes, Forward-yes, Domine-no, Hill-yes, Hoelscher-no, Zetocha-yes, Conklin-yes,**

⇒ **Secretary's Report**

- **M(Schnell)S(Forward)P: to receive and file the Secretary's report as printed.**

⇒ **Treasurer's Report:**

- **M(Schnell)S(Hoelscher)P: to receive and file the Treasurer's report as printed and explained.**
- GNDA Membership Renewal
 - Died to lack of a motion.
- Friends of Fine Arts and Academics membership investment
 - **M(Hoelscher)S(Domine)P: to invest at the \$100 level with funds from the Charitable Trust Account. There were no dissenting votes.**
- SE Regional Manufacturing
 - Two refunds remain and one check was not returned in the bank statement.
- Gaming Report:
 - **M(Hill)S(Schnell)P: to receive and file the gaming report as printed.**

⇒ **Bylaws updates**

- Presented in August – need for review before presenting at the annual meeting for adoption.

⇒ **Projects and updates**

- Former City Hall building
 - o Ads have appeared in the Oakes Times.
 - o Repairs are taking place –
 - o Roof repairs should take place in September.

⇒ **Community Development Director Report**

- Tiny Tornadoes was reviewed with bills and the staff changes.
- Trees have been planted along the highway - Eagle Scout oversees this project.
- Repairs to the (armory) gym are nearing completion --

Business /keep in mind items.

- ⇒ Mention of the Bylaws review (Forward, Hill, Sitzler)
 - See above.
- ⇒ Irrigation Testing site
- ⇒ Good Samaritan Society Oakes
 - Staff has been leaving employment.
- ⇒ Bakery updates

There being no further business the meeting adjourned at 12:35PM

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



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

Oakes Enhancement, Inc. (OEI)

Date: October 4, 2016

Place: Oakes City Hall and Conference Center

Time: 11:30am

Directors Present: Sitzler, Forward, Schnell, Conklin, Zetocha, Domine Hill

Directors Absent: Zimmer, Hoelscher, Haring,

Guests:

President Art Conklin called the October 4, 2016 meeting of the OEI Board of Directors to order at 11:35am calling for any additions to the agenda. There were none. The meeting was held at the City Hall/Conference Center with seven directors and no guests in attendance.

⇒ **Guests: No guests**

⇒ **Secretary's Report:**

- **M(Schnell)S(Forward)P: to receive and file the report of the September 6,2016 meeting as printed.**

⇒ **Treasurer's Report:**

- Treasurer's report: **M(Domine)S(Schnell)P: to receive and file the treasurer's report as printed and explained.**
- Gaming Report:
 - **M(Zetocha)S(Schnell)P: to receive and file the August 2016 gaming report.**
 - Eyvonne retirement – could be the end of January or June.
 - o Replacement – will be looking into this. There is interest but need to check with the Attorney General's office to make sure this individual qualifies.

⇒ **Projects and updates**

- Former City Hall building
 - o Offer from Don Frye to keep the building in mind and make recommendations. There would be a finder's fee with this proposal.
 - o Currently there has not been any interest shown.
-
- New pole banners
 - o Domine will check with the chamber on this project.
 - o OEI could use the charitable trust if funneled through the chamber or the city.
- The Oakes Sign on the north side of Oakes is being moved to the Oakes Community Hospital property. The Chamber is taking care of this matter.
- Weather Station
 - o Schnell reported work is being done to get Oakes back on the weather grid.
 - o Parts have been burned and need replacement.

⇒ **Community Development Director Report**

- RFP: dairy processor
 - o Want to be in an area that has dairy farms.
 - o A generic letter was sent in response to the RFP.

Business /keep in mind items.

⇒ Mention of the Bylaws review (Forward, Hill, Sitzler)

- No further report currently
- ⇒ Irrigation Testing site
 - No report currently
- ⇒ Good Samaritan Society Oakes
 - Jean Schmaltz has left her position – she was a long-time employee of the Society.
 - Corporate ideas seem to be part of the problem.
- ⇒ Bakery updates
 - 6 weeks out seems to be the target currently.
 - Baked goods, Hot Stuff Pizza, Subs, coffee bar crowd tables, community room,
 - Moving forward but slowly
- ⇒ CD total in the Project Savings is over \$55,000. May want to invest at some time in the future. Other CD's coming due in December will total \$108, 000.

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: November 1, 2016

Place: Oakes City Hall and Conference Center

Time: 11:30am

Directors Present: Hill, Hoelscher, Zetocha, Conklin, Haring, Schnell, Domine

Directors Absent: Sitzler, Zimmer, Forward

Guests: Eyvonne Steuck

President Art Conklin called the November 1, 2016 meeting of the OEI Board of Directors to order at 11:35am calling for approval and additions to the agenda. **M(Zetocha)S(Schnell)P: to approve the agenda. Additions: End of year duties which include election of board members and a nominating committee. Motion to approve the additions carried.** The meeting was held at the City Hall/Conference Center with seven directors and one guests in attendance.

⇒ **Guests: Eyvonne Steuck: Gaming Manager**

- Eyvonne went over the duties she does regarding the gaming manager position.
- Eyvonne is considering retiring so OEI will need to find a replacement.
- Eyvonne will train a new person but would need to be compensated for this service.
- Pam Waldner is interested in the position and Eyvonne says she would be good and is an honest person.
- Computer use is a question.
- Haring will check with the Attorney General's office to see how much automation is available.
- O'Brien will check with Ptacek Financial as to cost and service provided.
- Hoelscher will speak with the Legion to see how their gaming operations work utilizing Ptacek Financial Services

⇒ **Secretary's Report:**

- **M(Zetocha)S(Schnell)P: to receive and file the report of the September 6,2016 meeting as printed.**

⇒ **Treasurer's Report:**

- Treasurer's report: **M(Hoelscher)S(Schnell)P: to receive and file the treasurer's report as printed.**
- 3rd Quarter games have been reviewed.
- Reinvestment of redeemed CD's
 - o Hill, Domine, Sitzler will work with O'Brien to determine how the funds will be invested and where.
-
- Gaming Report:
 - **M(Hoelscher)S(Schnell)P: to receive and file the September 2016 gaming report.**
 - Eyvonne retirement – could be the end of January or June.
 - Replacement – There is a lady interested in the position and she is eligible as she is no longer a bar employee.
 - See above in the guest report.

⇒ **Projects and updates**

- Former City Hall building
 - o Does OEI want to rent the back of the building – Schnell has two people interested in renting: Tom Kelly and Dean Wiek are interested
 - o **M(Hill)S(Zetocha)P: to rent the space in the back of the Former City Hall building for \$250 per month. The lease will include provisions lest the building be sold, and they would**

have to vacate at that time. Also, the renters would be responsible for utilities and be responsible for any damages to the building.

- New pole banners
 - o Domine reported the Chamber will work with O'Brien to coordinate a design for the banners and get these ordered sometime in the future -- there is not timeline for this project.
- Weather Station
 - o The Airport Authority is pursuing repairs and the cost is still undetermined.
 - o Insurance will cover some of the costs.

⇒ **Nominating Committee.**

- Forward, Sitzler and Zimmer will comprise the nominating committee.
- Positions up for election would be Hoelscher and Sitzler. If these individuals choose to have their name on the ballot, additional names would not be needed.

⇒ **Compensation for office**

- **M(Hoelscher)S(Schnell)P: To Pay \$100 per month for office compensation with funds from the gaming accounts – if they qualify**
- **M(Hoelscher)S(Hill)P: to figure office compensation (see above motion) from Sept of 2014 to December of 2016 which would total \$2700.**

⇒ **Community Development Director Report**

- No report currently

Business /keep in mind items.

- ⇒ Mention of the Bylaws review (Forward, Hill, Sitzler)
 - No further report currently
- ⇒ Irrigation Testing site
 - No report currently
- ⇒ Good Samaritan Society Oakes
 - More people have left employment at this facility.
 - There may be downsizing of the initial Good Samaritan Society facility in Arthur, ND which is troublesome.
- ⇒ Bakery updates
 - The new bakery was handing out coupons for a free fountain drink to the participants in the Halloween Parade.

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

Respectfully reported,

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



**Oakes
Enhancement,
Inc.**
NO DAY OFF

Oakes Enhancement, Inc. (OEI)

Date: December 6, 2016

Place: Oakes City Hall and Civic Center

Time: 11:30am

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

Directors Absent: Haring, Domine, Hoelscher, Forward

Guests:

President Art Conklin called the December 6, 2016 meeting of the OEI Board of Directors to order at 11:40am. the meeting was held at the Oakes Armory Meeting Room with board members and no guests in attendance. Additions to the agenda: retirement, update on Tiny Tornadoes. **M(Zetocha)S(Hill):P To approve agenda with the listed additions.**

⇒ **Secretary's Report:**

- o **M(Hill)S(Schnell)P: to receive and file the Secretary's report as printed and presented with the correction of the typing error changing the rental amount of the garage at the former City Hall to \$350.**
- o **M(Zetocha)S(Schnell)P: to make a standing motion to provide a retirement bonus for OEI Employees amounting to 5% of their annual wages. (Current employees are Steuck and O'Brien)**

⇒ **Treasurer's Report:**

- **Treasurer's report: M(Schnell)S(Hill)P: To receive and file the report as printed.**
- Office space vs. tax return: Thank you for this generous offer but I need to check with my tax person to make sure this can be done.
- CD at Starion and First State Bank
- o **M(Schnell)S(Hill)P: to reinvest the CD's coming due on December 7th at their respective institutions with these time frames: CD at Starion invest for 18 months and the CD at First State Bank for 24 months.**
- Corporate resolution for authorization of signatures
- o Who can transact business on behalf of OEI: Needed at FCCU
- o **M(Hill)S(Zetocha)P: to have all board members, along with the secretary, able to act on behalf of OEI making sure two signatures are required for most transactions.**
 - **Current board members are: Art Conklin, Gary Schnell, Doug Sitzler, John Zetocha, Matt Hill, Karla Hoelscher, Nancy Domine and Jeff Forward.**
 - NOTE: a separate resolution to clarify this action was voted upon electronically. (See below page 5.
- Gaming Report:
 - Eyvonne retirement
- o Ptacek Financial cannot perform the duties required to be the manager.
- o It was decided to run an ad in the Oakes Times for two weeks and turn in applications to Haring at City Hall.
- o There is still a person interested in the position.

⇒ **Projects and updates**

- Renting garage at former City Hall
 - o Rental/lease agreement was drawn up by Paradis Law.
 - o Rent to be charged for the garage is \$350 per month plus utilities and they would cover all their insurance issues as well as leaving the property in the same condition they found it is (as pertains to taking down the existing wall)

- o Security deposit of \$200 is required.
- o The utilities will have to be split with OEI as the areas in the former City Hall cannot be separated.
Recommendation of billing out monthly
- o New codes will be put in place and the garage rental unit should have a padlock put on the garage side so entrance cannot be made from the front of the building.

Remaining parts of the building

- Are you willing to make modifications and rent out piecemeal?
- Rental price would be \$.60 to \$.75 per square foot with utilities needing to be included as they cannot be broken out === negotiable
- OEI Board members present seemed willing to be opened to discuss renting the various spaces and perhaps making some modest changes to the facility.
- Land in the industrial park – Schaumacker
 - o Recommended value is put at \$.15 per square foot until it is developed at which time it would be \$.30 per square foot.
 - o Looking at lot 5 --
 - o Should Vculeks be included in this process.
 - o Is this a job creation venture?
 - o Schnell will continue negotiations.
 - o Tax assessment if sold would go to \$.30 per square foot.
 - o Suggestion for them to purchase Harris's on the highway.
 - o Suggestion for Schnell to go in at \$50,000 for the entire 7 acres.
- Nominating committee work
 - o No report currently
 - o All seem to be willing to run again for another term.
- New pole banners
 - o A committee is being formed within the Chamber of Commerce with O'Brien and should be meeting before the end of the month.
- Weather Station updates
 - o First component has been ordered scheduled to be installed in March -- there are many hurdles.
- Tiny Tornadoes (Zetocha)
 - o All is going well.
 - o 10 employees at 50 kids
 - o They would like to implement pay raises for at least 5 of the 10 employees now and the other 5 in the future.
 - o Continue with a positive cash flow.

⇒ **Community Development Director Report**

- Legislation to remove Renaissance Zones.
- No further report currently

Business /keep in mind items.

- ⇒ Mention of the Bylaws review (Forward, Hill, Sitzler)
 - Are they ready to be reviewed at the annual meeting for approval?
 - Is there a need to set the date now or wait until January?
- ⇒ Irrigation Testing site
 - No report currently
- ⇒ Good Samaritan Society Oakes
 - Maintenance person left due to lessening of hours.
 - Remodeling rooms for the traveling nurses
 - Traveling nurses seem to be costing more than hiring local people at a higher salary which appears is the situation.
 - Should we be looking at another franchise to purchase the Good Samaritan franchise for this facility?
- ⇒ Bakery updates
 - Equipment is being installed.
 - No further updates currently

Adjournment

There being no further business the meeting adjourned at 12:55 PM

Respectfully reported,

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



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

Oakes Enhancement, Inc. (OEI)

Date: December 7, 2016

Place: Oakes City Hall and Civic Center

Time: Electronic Meeting

Directors: Schnell, Hill, Conklin, Haring, Zimmer, Zetocha, Sitzler, Domine, Hoelscher, Forward

An Electronic Board Meeting was held starting December 7, 2016 to clarify the following action which took place at the December 6, 2016 meeting.

- o **M(Hill)S(Zetocha)P: to have all board members, along with the secretary (Audrey O'Brien), as authorized signers for business transactions relating to the CD's due December 7, 2016. Noting two signatures are required for transactions over \$1,000. Any two signers are eligible to transact business related to these CD's.**
 - **Current Voting members of the OEI Board of Directors are:**
 - **Art Conklin, President**
 - **Gary Schnell, Vice President**
 - **Doug Sitzler, Treasurer**
 - **John Zetocha,**
 - **Matt Hill,**
 - **Karla Hoelscher,**
 - **Nancy Domine**
 - **Jeff Forward.**
- o **CD at Starion is # 80026645 – reinvest for 18 months.**
- o **CD at First State Bank is: # 531816 – reinvest for 24 months.**

Respectfully reported,

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