

BCDC
Meeting Minutes – January 11, 2016
BCDC Office-12:00 pm

Present: Duane Bowman, Julie Lockert, Kevin Bucholz, Allison Engelhart, Scott Hardy, Lyn James, Rick Braaten, Teran Doerr, Laura Weber, Betty Werth

Absent: Josh Lindstrom (*resigned 1.11.16*), Ken Silha

Bowman called meeting to order and established quorum.

Agenda: Motion to approve by Hardy, seconded by James. AIF, MC

Minutes: Minutes were reviewed. Motion to approve by Lockert, seconded by James. AIF, MC

Financial Report: Doerr requested approval to open a new bank account for the Bowman Gateway Industrial Park (BGIP). After discussion of outstanding micro-loan accounts, it was decided to send a statement to PC Doctor and revisit his account at mid-year; and the Haley Dam Marina account will be written off. Motion by Bucholz to approve financials with those additions; seconded by Braaten. AIF, MC

OLD BUSINESS

2016 Budget: Doerr explained additions/changes to the budget for 2016; notably an additional \$5000 for the Industrial Park project, \$1500 for the upcoming EDND Conference hosted by BCDC in June, and discussion of how to appropriate funding for wages. It was decided to balance the budget at \$0. Doerr and Weber presented an opportunity for BCDC to administer the SW REAP fund program, which could bring in an additional \$12,000 without a large impact on wage costs. BCDC will bid on the project by the end of this month. A motion to approve the budget with the above considerations was made by James, seconded by Lockert. AIF, MC

Policy Manual: A couple additional amendments were recommended for the policy manual. Employee sick leave will not be offered after the termination of employment. The issue of confidentiality will be addressed by inserting a Confidentiality Agreement signed by employee and employer at the third page of the manual. A motion to approve the changes to the policy manual was made by Hardy, seconded by Engelhart. AIF, MC

Nalco/Champion Rental Agreement: After researching possible utility costs for the small office building, the annual contract was adjusted to a monthly rent of \$450 which will include utilities.

Industrial Park: The Wokal land was measured at 49.2 acres, 3 of which were wetlands, so the payment to the family will be \$224,436. The oversight committee will meet 1.13.16 at 12:00 noon at the BDCD office.

NEW BUSINESS

Tim Olson Construction Rental Request: Tim Olson of Olson Construction is interested in renting the large hangar, effective March 1. Olson is very motivated and is ready to sign a rental agreement beginning March 1, if it can be ascertained that the current tenant will be out by then.

SWOT Goals Sheet: Strengths, Weaknesses, Opportunities, Threats were identified in a handout; and Objectives, Goals and Strategies for achieving our 2016 goals were outlined in a rough draft 2016 Planning document. Board input was encouraged and discussion included the frequency of Business Visits which were initially planned for two each week. It was suggested that doing one visit per week might be a better option.

Annual Meeting: Tentatively set for February 24 at 6:00; possibly at a different location than City Hall if a speaker is recruited. Invitations would be sent to current members as well as Chamber members and any other prospective investors.

Motion to adjourn: Engelhart moved to adjourn, seconded by Hardy. AIF, MC