



JSDC Board of Directors Meeting
Monday, April 14, 2025
Official Minutes
JSDC Lower-Level Conference Room

Members Present: Jeremy Rham, Casey Henderson, Tonya Perkins, Tory Hart, Levi Taylor, Amanda Hastings, David Steele, Jen Dockter, Mike Delfs, Dustin Jensen, Ben Steinolfson.

Members Absent: Dwaine Heinrich.

Staff Present: Corry Shevlin, Alyssa Looysen, Jamie Czapiewski.

Guests Present: Masaki Ova, Jamestown Sun; Danica Chaput, Job Service; Paul Smith, ND SBDC; Sarah Hellekson, City of Jamestown; Emily Bivens, Jamestown Area Chamber of Commerce/Jamestown Tourism.

Call to order: 11:49 a.m. by Jeremy.

Conflict of Interest: None.

B) Approval of Meeting Agenda: The agenda was in the One Drive for review.

Tonya Perkins made a motion to approve the agenda as presented. Ben Steinolfson seconded, and the motion passed unanimously by voice vote.

C) Strategic Committee Reports

Organizational Excellence Committee –

- The Organizational Excellence Committee did not meet in April.
- The Organizational Excellence Committee meets the first Monday of the month at 9 a.m.

Finance Committee-

- The Finance Committee met on April 9 to discuss the 2026 Budget.
- The Finance Committee meets on an as needed basis.

Existing Business Outreach Committee-

- The Existing Business Outreach Committee met with the New Business Attraction Committee on April 9 and discussed the 2024 Awards.
- The Existing Business Outreach Committee meets on the first Tuesday of the month at noon.

New Business Attraction Committee-

- The Business Attraction Committee met with the Existing Business Outreach Committee on April 9 and discussed the 2024 Awards.

- The New Business Attraction Committee meets on the first Wednesday of each month at Noon.

D) Approval of Meeting Minutes: The minutes from the March meeting were in the One Drive for review.

Amanda Hastings made a motion to approve the minutes as presented. David Steele seconded, and the motion passed unanimously by voice vote.

E) Account Status Report: A brief financial summary was given.

Tory Hart made a motion to approve the financials as presented. Mike Delfs seconded, and the motion passed unanimously by voice vote.

F) 2026 Budget: The proposed 2026 budget was in the One Drive. There were no changes to the funding requests from Stutsman County or the City of Jamestown. Some adjustments were made to building expenses, with the Chamber now reimbursing more after taking ownership of part of the building. This change lowered JSDC's building costs to roughly 25%.

A large portion of the discussion focused on income tax liability, especially related to the Spiritwood Energy Park. Since there has been a second tenant, a return on equity payment of has been triggered. JSDC will receive about 80% of that annually. Since JSDC doesn't currently have a policy on how to handle taxes from this kind of income, the finance committee suggested including the tax expense in the budget and using the new income to cover it. Corry also mentioned that JSDC will need to create a policy for handling tax liabilities from income-generating properties like SEPA going forward.

Jen Dockter made a motion to approve the 2026 Budget as presented to send to the City and County for approval. Amanda Hastings seconded, and the motion passed by a majority roll call vote. Jeremy – Aye, Casey – Aye, Tonya – Aye, Tory – Aye, Levi – Aye, Amanda – Aye, David – Aye, Mike – Aye, Dustin – Aye, Ben – Aye. Jen abstained from voting due to a conflict of interest. Dwaine was not present to vote.

G) 2024 Community Development and Growing Jamestown Awards: The Community Development Award received several nominations and prompted extensive discussion during the committee meeting. Ultimately, the recommendation was for 201 Aesthetics as this year's recipient. Last year's recipient was T&K.

The Growing Jamestown Award, which has been around longer and focuses more on primary sector economic development, was recommended to the Pingree Transload Company project. This project stood out due to its significant capital investment and strong alignment with economic development goals. The awards will be presented at the Annual Meeting, scheduled for the last week of June.

Dustin Jensen made a motion to approve 201 Aesthetics for the 2024 Community Development Award and Pingree Transload as the 2024 Growing Jamestown Award. Tory Hart seconded, and the motion passed unanimously by voice vote.

H) Staff Reports:

Corry: Corry is currently involved in several projects in Spiritwood, with site visits scheduled for the following week. He continues to work with the JETx team on developing a lay down yard. The final draft of the audit report for SEPA came back clean.

Corry has been active on housing initiatives, having had three discussions the previous week about upcoming projects in Jamestown—some large and some smaller in scale. He mentioned they are waiting for Bill 2225 to pass through the legislature. The bill has already passed through committee and includes several proposed amendments, one of which would allow the program to incentivize projects dating back up to 10 years. Corry expressed concern that this amendment could hurt the effectiveness of the program. Corry shared that he will be attending several conferences in the coming months.

Alyssa: Alyssa reported that she had attended many of the same meetings as Corry, particularly those related to housing and SEPA. Alyssa continues to hold regular monthly check-ins with local lenders to maintain open communication about incoming Flex PACE projects. She is also working with Golden Shovel to implement a lead tracking package on the website to support growth at the Airport Park. This system will help track inquiries.

I) Ex-Officio Reports:

City of Jamestown: David reported on the City of Jamestown.

Stutsman County: Levi and Amanda reported on the County.

Jamestown Chamber of Commerce: Emily submitted a written report on the Chamber.

Jamestown Tourism: Emily submitted a written reported on Tourism.

ND Job Service: Danica reported on Job Service.

Adjourn: Jeremy adjourned the meeting at 12:32 p.m.

Respectfully submitted – Jamie Czapiewski, Operations Coordinator.