

**Regular Board Meeting
August 12, 2026
Tolna Business and Event Center, Room 110, Tolna, ND**

MINUTES (DRAFT)

CALL TO ORDER

A meeting of the Nelson County Job Development Authority (NCJDA) was held on Wednesday, August 12, 2026, at the Tolna Business and Event Center, in Tolna, ND. The meeting was called to order at 5:36 p.m. by Board Chairwoman Amie Vasichек.

Members and Others Present

Members: Amie Vasichек, Paul Retzlaff, Jay Vasichек, Elaine Brooks, Lindsay Engen Maresh, Taylor Schaley, Andi Wohlers, Faye Brosy Nelson

RRRC/NCJDA Staff: Anna Halvorson, *NCJDA Executive Director*

Others: Susan Dahl, *City of Petersburg*; Josh Joramo and Traci Trostad, *Nelson County Extension/4-H*; Kent and Mary Ralston, *Dahlen Fire Department*; Maria Vasichек, *City of Michigan and representative of Daniel Bielinski, Grain of Wheat Productions*

Members Absent

Cody Johnson, Nathan Flom, Kevin Sundre, Mike Haugland, Scott Sand

GUEST PRESENTATIONS

Susan Dahl, City of Petersburg

Dahl presented a Beautification Initiative Application for the City of Petersburg which included the replacement of seasonal Christmas lighting on Main Street for 15 light poles into LED lighting, with a total project cost of \$12,666. The total ask from the NCJDA Board was \$5,000. Included with the application was a quote for materials and shipping. The board thanked Dahl for her presentation and let her know they would be in communication regarding a decision.

Kent and Mary Ralston, Dahlen Fire Department

Both Kent and Mary Ralston of the Dahlen Fire Department were in attendance and presented a total project cost of \$231,299.57 to re-construct a new fire hall for the city of Dahlen. Throughout the presentation, the two were able to explain how the Dahlen Fire Department serves, not just Nelson County, but also Walsh and Grand Forks counties. The current fire hall in Dahlen was constructed in 1965 and also serves as a community meeting hall. The hopes for the new construction would also include a meeting hall for the community. Thus far, the community has raised over \$50,000 for this cause. The total ask from the NCJDA included any amount that was available. The board thanked the Ralston's for their presentation and let them know they would be in communication regarding a decision.

Josh Joramo and Traci Trostad, Nelson County 4-H President, NDSU Extension Office for Nelson County

Both Joramo and Trostad were in attendance, on behalf of Nelson County 4-H and NDSU Extension Office, to ask about funding for a possible new storage shed at Stump Lake Village to house livestock panels, cages, and other Nelson County 4-H equipment. The board thanked Joramo and Trostad for their presentation and let them know they would be in communication regarding a decision.

Maria Vasichек, City of Michigan and Representative of Daniel Bielinski, Grain of Wheat Productions

Vasichек was in attendance, and in representation of Daniel Bielinski, who has proposed a new documentary on the 1945 Michigan Train Wreck. Both Vasichек and Bielinski are requesting \$50,000 in funding for the \$75,000 need for production and preparation. Vasichек explained that this project, if funded, would provide local jobs and stimulate the local economy. Much funding has already been raised by the local community as well as outside donors. The board

thanked Vasichек for her presentation and let her know they would be in communication regarding a decision.

After the guests had left, the NCJDA board discussed the four proposals at length.

Regarding the City of Petersburg proposal for LED Christmas lights, J. Vasichек made a motion to approve the application for matching dollars up to \$5,000 with the caveat that all dollars necessary for the project be raised prior to the award. The motion was seconded by Retzlaff. All in favor, none opposed. The motion carried.

Regarding the movie proposal for the Michigan trainwreck of 1945, the board agreed unanimously that they would like to hear directly from Mr. Bielinski, and tabled the discussion for the October 2026 board meeting, when he would be able to attend.

Regarding the Nelson County 4-H Storage Shed proposal, Retzlaff made a motion to approve the application for matching dollars up to \$5,000, with the caveat that all dollars necessary for the project be raised prior to the award. The motion was seconded by Wohlers. All in favor, none opposed. The motion carried.

Regarding the Dahlen Fire Department Building, the NCJDA board agreed to hear more about the project after the Dahlen Fire Department obtained more information on the following: gaming license revenue, county emergency management coordination, and attendance at a county commissioner's meeting.

APPROVAL OF THE MINUTES

The June 16, 2026 minutes were approved by the board. Motion made by J. Vasichек, seconded by Nelson. All in favor, none opposed. The motion carried.

APPROVAL OF THE AGENDA

The August 12, 2026 agenda was approved by the board. Motion made by J. Vasichек, seconded by Brooks. All in favor, none opposed. The motion carried.

ACCEPTANCE OF THE FINANCIAL REPORT

The Board decided to table the approval of the August 2026 financial report to the October 2026 NCJDA Board meeting as there were some needed edits as well as printed copies available for all board members. Discussion was had on not providing funds to entities up front and will be provided on a reimbursable basis.

EXECUTIVE DIRECTOR REPORT

The August 2026 NCJDA Director Update highlights strong progress toward 2026 strategic goals, including community beautification, workforce development, housing, and business investment. Two \$5,000 beautification grants were awarded, four apprenticeships were established with positive employer and apprentice feedback, and a virtual job fair generated at least five applicants for Nelson County employers. Two housing rehabilitation projects in Tolna and Lakota were completed, while new SparkBuild homes have broken ground in Michigan and Lakota. NCJDA also continued supporting local businesses through Flex PACE loans and grocery-store funding, awarded a \$1,500 grant to Michigan for emergency services equipment, and received favorable initial feedback on its preliminary 2027 four-mill budget.

BEAUTIFICATION INITIATIVE GUIDELINES

The NCJDA Beautification Initiative Grants Program helps Nelson County communities improve the visual appeal of public-facing spaces and encourage continued community and business-district revitalization. Eligible projects include improvements to public buildings, signs, sidewalks, parks, landscaping, public art, pocket parks, pollinator pathways, and other community beautification efforts. Grants provide up to \$5,000 per project with a required 1:1 match, and county mill dollars cannot be used as the match. Projects must be publicly visible, receive city or community approval, and generally should not begin before approval. Grant funds are reimbursed after project completion and submission of receipts; projects must be completed within one year and maintained for at least three years. A community may receive the grant once every two years, with a maximum lifetime award of \$25,000.

Some edits to the program by the board included the following: adding demolition costs of dilapidated buildings, removing improving sidewalks, and to remove the clause that the beautifications must be maintained for at least 3 years, as the board was unsure how to hold entities accountable to this. A final version of the guidelines will be presented at the October 2026 NCJDA Board Meeting.

Motion made by Nelson to finalize the Beautification Initiative Guidelines, seconded by J. Vasichек. All in favor, none opposed. The motion carried.

NCHS SCRUBS CAMP

A motion was made by Brooks to sign the Memorandum of Agreement to support advertising/social media for the Nelson County Health Systems Scrubs Camp, seconded by J. Vasichек. All in favor, none opposed. The motion carried.

ADJOURNMENT

J. Vasichек made a motion to adjourn the meeting, seconded by Brooks. None opposed. The motion carries. The meeting adjourned at 7:32 p.m. The board agreed that the next NCJDA meeting on October 14, 2026, would be held the Aneta Senior Center in Aneta, ND.

Submitted by:

Attested by:

Anna V. Halvorson

Date

Executive Director

Amie Vasichек

Date

Chairwoman