

**NORTHEAST ECONOMIC DEVELOPMENT, INC. – NED, INC.  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, APRIL 26, 2017 - 7:00 P.M.**

*City of Norfolk Offices – Training Room, 309 N 5th St, Norfolk, NE 68701*

**MINUTES**

**I. Call to Order:** The Northeast Economic Development, Inc. (NED, Inc.) Board of Directors meeting was called to order at 7:00 p.m. by NED, Inc. President Nancy Braden. Nancy Braden informed the public about the location of the Open Meetings Act LB 898 and that it is accessible to the public.

**II. Roll Call:** NENEDD Administrative Assistant, Danielle Lammers, read roll call.

**Board Members Present:**

Nancy Braden, NED, Inc. President, City of Wayne

Megan Weaver, NED, Inc. Board Member, Wayne Community Housing Development Corporation

Brad Albers, NED, Inc. Board Member, Pierce County Commissioner

Tina Biteghe Bi Ndong, NED, Inc. Secretary/Treasurer, West Point Chamber of Commerce

Nadine K. Hagedorn, NED, Inc. Board Member, BankFirst

Loren Kucera, NED, Inc. Vice President, Nebraska Business Development Center (NBDC), Wayne

**Board Members Absent:**

John F. Lohr, NED, Inc. Board Member, NeighborWorks, Northeast Nebraska, Columbus

**Others Present:**

Mayor Shannon Stuchlik, NENEDD Chairman, City of Pierce

Dick Pfeil, NENEDD Secretary/Treasurer, Norfolk City Council

Dan Kathol, NENEDD Board Member, Hartington Community Development Corporation

Christian Ohl, NENEDD Board Member, Madison County Commissioner

Jim McCarville, NENEDD Board Member, Northeast Community College

Gaylord Wilcox, NENEDD Vice Chairman, Howells

Scott Schaller, NENEDD Board Member, City of Fremont

Jeff Bauman, NENEDD Council of Officials Colfax County Commissioner

Thomas L. Higginbotham Jr., NENEDD

Kristen Rosner, NENEDD

Jeff Christensen, NENEDD

Danielle Lammers, NENEDD

**III. Introduction of Guests:** NED, Inc. President Nancy Braden asked everyone attending the meeting to introduce themselves to the group.

**IV. Secretary's Report**

**A. Approve the April, 2017 Agenda:** Nadine Hagedorn made a motion to approve the April, 2017 agenda . Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**B. Ratify actions taken and meeting minutes of the March 29, 2017 meeting:** Brad Albers made a motion to ratify actions taken and meeting minutes of the March 29, 2017 Board of Directors meeting. Megan Weaver seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**V. Treasurer's Report**

**A. March, 2017 Treasurer's Report:** NENEDD Fiscal Officer Kristen Rosner presented the report. Nadine Hagedorn made a motion to approve the March, 2017 Treasurer's Report as presented. Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**VI. Discussion Items**

**A. Quarterly Loan Review:** NENEDD Fiscal Officer Kristen Rosner presented the NENEDD Quarterly Loan Review to the Board.

**B. 2016-2017 Annual Meeting:** NED, Inc. President Nancy Braden announced that the Annual Meeting is scheduled for Tuesday, July 11, 2017 at the Cooper Family Community Center in Pilger. It will be from 11:30 am-1:00 pm and Village of Pilger Clerk, Kimberly Neiman, will be the guest speaker.

**VI. Action Items**

**A. Recommendation to approve down payment assistance applicant #101363:** NENEDD Fiscal Officer Kristen Rosner presented. NENEDD staff has reviewed the application and is recommending approval for down payment assistance in the amount of \$30,000 for applicant #101363. Nadine Hagedorn made a motion to approve applicant #101363 for down payment assistance in the amount of \$30,000. Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**B. Recommendation to approve down payment assistance applicant #101372:** NENEDD Fiscal Officer Kristen Rosner presented. NENEDD staff has reviewed the application and is recommending approval for down payment assistance in the amount of \$25,000 for applicant #101372. Tina Biteghe Bi Ndong made a motion to approve applicant #101372 for down payment assistance in the amount of \$25,000. Megan Weaver seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**C. Recommendation to approve down payment assistance applicant #101375:** NENEDD Fiscal Officer Kristen Rosner presented. NENEDD staff has reviewed the application and is recommending approval for down payment assistance in the amount of \$24,000 for applicant #101375. Tina Biteghe Bi Ndong made a motion to approve applicant #101375 for down payment assistance in the amount of \$24,000. Nadine Hagedorn seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

- D. Recommendation to approve down payment assistance applicant #101377:** NENEDD Fiscal Officer Kristen Rosner presented. NENEDD staff has reviewed the application and is recommending approval for down payment assistance in the amount of \$22,800 for applicant #101377. Nadine Hagedorn made a motion to approve applicant #101377 for down payment assistance in the amount of \$22,800. Megan Weaver seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.
- E. To accept the sub-granted \$70,000 CDBG funds from the City of Wayne and loan to Levi Kenny, d/b/a Wayne Sport & Spine, LLC.:** NENEDD Business Loan Specialist Jeff Christensen presented. Levi Kenny is planning the purchase of Wayne Sport & Spine, P.C. It is an existing and successful chiropractic business and building located at 214 N. Pearl St. in Wayne. Dr. Krugman, the current owner, has been in business over 20 years and is going to retire. Levi plans to continue to grow the chiropractic office with specialization in treating neurological conditions and providing on-site care to local companies. Elkhorn Valley Bank in Wayne will provide a loan of up to \$183,300 for this project. The City of Wayne has approved lending \$70,000 for this project. These funds will be sub-granted to NED, Inc. as a Non-Profit Development Organization (NDO), who will in turn lend the \$70,000 to Levi Kenny for this project. Payments will be made to NED, Inc. Other funds include \$10,000 from the Wayne Area Economic Development. Megan Weaver made a motion to accept the sub-granted \$70,000 CDBG funds from the City of Wayne utilizing the Non-Profit Development Organization (NDO) process. The \$70,000 will be loaned to Levi Kenny to purchase the assets of Wayne Sport & Spine, P.C. in Wayne as presented and recommended by NENEDD staff and the Northeast RLF Committee. Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.
- F. Public hearing concerning an application to the Nebraska Department of Economic Development for a Nebraska Affordable Housing Program Grant:** NENEDD Executive Director Thomas Higginbotham presented. Brad Albers made a motion to open the public hearing concerning an application to the Nebraska Department of Economic Development for a Nebraska Affordable Housing Program Grant. Nadine Hagedorn seconded the motion. NED, Inc. is requesting \$485,300 of Nebraska Affordable Housing Program funds (NAHP) funds for rehabilitation/conversion of 6 multi-family upper story residential units in the former Delay Bank building located in Norfolk, Nebraska. Of the \$485,300 NAHP funds, \$426,300 will be utilized for 6 multi-family upper story residential units of which 3 units will be available to low to moderate income residents; \$35,000 for housing management activities; \$9,000 for housing management paint testing, risk assessments and clearance testing; and \$15,000 for general administration activities. There will be no displacements of individuals as a result of any activities of this project. The property owners will be providing approximately \$507,169 of private investment for the multi-family residential units. Estimated total project cost specific to the residential units is \$992,469. There was no public comment in favor of or against the application. Tina Biteghe Bi Ndong made a motion to close the public hearing concerning an application to the Nebraska Department of Economic Development for a Nebraska Affordable Housing Program Grant. Nadine Hagedorn seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**G. Resolution authorizing the submission of an application to the Nebraska Department of Economic Development for a Nebraska Affordable Housing Program Grant:** NENEDD Executive Director Thomas Higginbotham presented. Nadine Hagedorn made a motion to pass a resolution authorizing the submission of an application to the Nebraska Department of Economic Development for a Nebraska Affordable Housing Program Grant. Megan Weaver seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**H. To Appoint a Budget Committee:** NENEDD Executive Director Thomas Higginbotham presented. The 2016-2017 budget committee members were Tina Biteghe Bi Ndong and Nadine Hagedorn. On an annual basis, the budget committee reviews and recommends to the full Board of Directors the next fiscal year's budget as prepared by staff. Nadine Hagedorn made a motion to appoint John Lohr, Nancy Braden and Nadine Hagedorn to the budget committee for the 2017-2018 budget. Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**I. To Appoint a Nominating Committee:** NENEDD Executive Director Thomas Higginbotham presented. Last fiscal year the nominating committee consisted of Nadine Hagedorn representing the Northeast Economic Development, Inc. (NED, Inc.) Board of Directors and Mayor Shannon Stuchlik and Rich Jablonski representing the Northeast Nebraska Economic Development District (NENEDD) Board of Directors. On an annual basis, the nominating committee reviews and recommends to the full Board of Directors new board members and new officers. Tina Biteghe Bi Ndong made a motion to appoint Megan Weaver and Brad Albers to the nominating committee. Nadine Hagedorn seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried.

**VIII. President/Board Comments:** NENEDD Executive Director Thomas Higginbotham announced to the board the passing of LB 518 pertaining to Workforce Housing Development. NENEDD Administrative Assistant Danielle Lammers will email all board members a link with information on this new bill.

**IX. Next Meeting Date:** The next Northeast Economic Development, Inc. Board of Directors meeting will be Wednesday, May 31, 2017 at 7:00 p.m. The meeting will be held at the City of Norfolk Office Building, 309 N. 5<sup>th</sup> St., Norfolk, Nebraska.

**X. Adjournment:** Tina Biteghe Bi Ndong made a motion to adjourn the meeting. Brad Albers seconded the motion. **AYES:** Brad Albers, Nancy Braden, Tina Biteghe Bi Ndong, Nadine Hagedorn, Loren Kucera and Megan Weaver. **NAYS:** None. **ABSENT:** John Lohr. Motion carried. NED, Inc. President Nancy Braden adjourned the meeting at 7:41 p.m.