

**NORTHEAST ECONOMIC DEVELOPMENT, INC. – NED, INC.  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JUNE 27, 2018 - 7:00 P.M.**

*City of Norfolk Offices – Training Room, 309 N 5<sup>th</sup> 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 Loren Kucera. Loren Kucera 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 Fiscal Officer, Kristen Rosner, read roll call.

**Board Members Present:**

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

John F. Lohr, NED, Inc. Secretary/Treasurer, NeighborWorks, Northeast Nebraska,  
Columbus

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

Tina Biteghe Bi Ndong, NED, Inc. Vice President, West Point Chamber of Commerce

**Board Members Absent:**

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

Jerry Engdahl, NED, Inc. Board Member, Platte County

**Others Present:**

Mayor Shannon Stuchlik, NENEDD Chairman

Rich Jablonski, NENEDD Secretary/Treasurer

Scott Schaller, NENEDD Board Member, City of Fremont

Jim McCarville, NENEDD Board Member, Northeast Community College

Nadine Hagedorn, NENEDD Board Member, BankFirst

Dick Pfeil, NENEDD Vice Chairman, Norfolk City Council

Christian Ohl, NENEDD Board Member, Madison County Commissioner

Thomas L. Higginbotham Jr., NENEDD

Tina M. Engelbart, NENEDD

Jeff Christensen, NENEDD

Kristen Rosner, NENEDD

Judy Joy, NENEDD

Martin Griffith, NENEDD

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

**IV. Secretary's Report**

**A. Approval of June 27, 2018 Agenda, May 30, 2018, & June 14, 2018 Special Meeting Minutes:** Brad Albers made a motion to approve the June 27, 2018 agenda, May 30, 2018 meeting minutes and June 14, 2018 Special meeting minutes. Tina Biteghe Bi Ndong

seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.

**V. Treasurer's Report**

- A. May 2018 Treasurer's Report:** NENEDD Fiscal Officer Kristen Rosner presented the report. Tina Biteghe Bi Ndong made a motion to approve the May 2018 Treasurer's Report as presented. John Lohr seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.

**VI. Action Items**

- A. Recommendation to approve down payment assistance applicant #101494:** NENEDD Housing Loan Specialist Judy Joy presented. NENEDD staff has reviewed the application and is recommending approval for down payment assistance in the amount of \$23,000 for applicant #101494. Brad Albers made a motion to approve applicant #101494 for down payment assistance in the amount of \$23,000. Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.
- B. Recommendation to approve applicant #101311 for housing rehabilitation funds up to the amount of \$25,000.00:** NENEDD Housing Specialist Martin Griffith presented. The house under consideration is structurally sound, in good condition, and, after repairs, will meet or exceed all of the required Minimum Rehabilitation Standards. Therefore, it is deemed economically feasible for the Housing Rehabilitation Program. Funding will be provided by NED, Inc. Reuse. Tina Biteghe Bi Ndong made a motion to approve applicant #101311 for housing rehabilitation funds up to the amount of \$25,000. John Lohr seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.
- C. Recommendation to approve applicant #101502 for housing rehabilitation funds up to the amount of \$25,000.00:** NENEDD Housing Specialist Martin Griffith presented. The house under consideration is structurally sound, in good condition, and, after repairs, will meet or exceed all of the required Minimum Rehabilitation Standards. Therefore, it is deemed economically feasible for the Housing Rehabilitation Program. Funding will be provided by Walthill 16-HO-15069 grant. Loren Kucera made a motion to approve applicant #101502 for housing rehabilitation funds up to the amount of \$25,000. Brad Albers seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.
- D. Recommendation to approve applicant #101507 for housing rehabilitation funds up to the amount of \$25,000.00:** NENEDD Housing Specialist Martin Griffith presented. The house under consideration is structurally sound, in good condition, and, after repairs, will meet or exceed all of the required Minimum Rehabilitation Standards. Therefore, it is deemed economically feasible for the Housing Rehabilitation Program. Funding will be provided by Walthill 16-HO-15069 grant. Brad Albers made a motion to approve applicant #101507 for housing rehabilitation funds up to the amount of \$25,000. John Lohr seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.

- E. Recommendation to approve collateral change for Weiland, Inc. / Weiland Family Holdings, LLC - Madison County - Loan #617003:** NENEDD Business Loan Specialist Jeff Christiansen presented. The property referred to as the “east farm” has been requested to be removed as collateral now that construction of Weiland’s new manufacturing facility is completed. The Northeast Revolving Loan Fund (RLF) committee was presented information on credit scores, net worth, collateral, and financial information as part of the loan summary review and recommends this collateral change for approval. John Lohr made a motion to approve a change in collateral for NED, Inc. loan #617003 as presented and recommended by NENEDD stand and the Northeast RLF Committee. Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.
- F. Recommendation to adopt the 2018-2019 budget:** NENEDD Executive Director Thomas L. Higginbotham Jr. presented. June 19, 2018 at 9:00 a.m., the Northeast Economic Development, Inc. Budget committee, comprised of Loren Kucera, Tina Biteghe Bi Ndong and John Lohr) met with staff to review proposed Annual budget. Each line item was discussed in detail. The committee recommends approval of the proposed 2018-2019 Annual budget as presented. Brad Albers made a motion to adopt the 2018-2019 NED, Inc. budget as recommended by the Budget Committee. Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.
- G. Nomination and Election of 2018-2019 Board of Directors:** NENEDD Executive Director Thomas L. Higginbotham Jr. presented. The nominating committee, comprised of Megan Weaver, Brad Albers, Mayor Shannon Stuchlik and Jim McCarville, met via email and made the following recommendations: Shannon Stuchlik, City of Pierce, and Mike Frank, Retired Northeast Community College Building Trades Instructor. Their first three-year terms will end June 30, 2021. Brad Albers made a motion to elect the individuals as presented to the Northeast Economic Development Inc. Board of Directors for a three-year term. John Lohr seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.
- H. Nomination and Election of 2018-2019 Officers:** NENEDD Executive Director Thomas L. Higginbotham Jr. presented. The nominating committee, comprised of Megan Weaver, Brad Albers, Mayor Shannon Stuchlik and Jim McCarville, met via email and made the following recommendations: President – Tina Biteghe Bi Ndong, West Point Chamber of Commerce, Vice President – John F. Lohr, NeighborWorks Northeast Nebraska, Columbus, and Secretary/Treasurer – Brad Albers, Pierce County. Loren Kucera made a motion to elect the Northeast Economic Development, Inc. Officers for 2018-2019 as presented. Brad Albers seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.
- I. Recommendation to reappoint Adam Rief, Nicole Sedlacek, & Chad Anderson to another three-year term on the Northeast Revolving Loan Fund (RLF) Committee:** The Northeast RLF Committee has nine members; each with a three-year rotating term. The terms of Adam Rief, Nicole Sedlacek, & Chad Anderson are due for renewal. All three have agreed to stay on for another three-year term. Adam is the owner of Rief

Design and Manufacturing located in Bancroft. Nicole is an economic development professional with NPPD, and Chad is the Pierce City Administrator. Brad Albers made a motion to approve the reappoint of Adam Rief, Nicole Sedlacek, & Chad Anderson to another three-year term on the Northeast Revolving Loan Fund (RLF) Committee as recommended by the Northeast RLF Committee and NENEDD staff. Loren Kucera seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.

**J. Recommendation to approve the General Corporate Resolution as Presented:** NENEDD Fiscal Officer Kristen Rosner presented. This is the general corporate resolution stating who is authorized to sign documents. Most often this document is used when working with the life insurance companies for business loan clients. This resolution was suggested and reviewed by an attorney. Tina Biteghe Bi Ndong made a motion to approve the general corporate resolution as presented. Brad Albers seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.

**K. Corporate Resolutions for Bank Accounts and Certificates of Deposit:** NENEDD Fiscal Officer Kristen Rosner presented. With the change in officers effective July 1, 2018, the Board of Directors need to approve those who can sign on NED, Inc.'s bank accounts and certificates of deposit. The resolutions will be for the following banks: BankFirst, Security Bank, Elkhorn Valley Bank, Midwest Bank, and Pinnacle Bank. The signors on the accounts will be the President, Vice President, Secretary/Treasurer, Executive Director and Deputy Director. Brad Albers made a motion to approve the corporate resolutions with BankFirst, Security Bank, Midwest Bank, Elkhorn Valley Bank, and Pinnacle Bank. Tina Biteghe Bi Ndong seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried.

**VII. Discussion Items**

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

**B. 2018-2019 Board Meeting Dates and Locations:** NENEDD Executive Director Thomas L. Higginbotham Jr. presented the dates and locations of the 2018-2019 meeting dates and locations to the Board.

**VIII. President/Board Comments:** None

**IX. Next Meeting Date:** The next Northeast Economic Development, Inc. Board of Directors meeting will be Thursday, July 26<sup>th</sup>, 2018 at 1:15 p.m. The meeting will be held at The Stables Event Center, 1909 Vicki Ln, Norfolk, Nebraska.

**X. Adjournment:** Tina Biteghe Bi Ndong made a motion to adjourn the meeting. Brad Albers seconded the motion. **AYES:** Brad Albers, Tina Biteghe Bi Ndong, Loren Kucera, and John Lohr. **NAYS:** None. **ABSENT:** Jerry Engdahl and Megan Weaver. Motion carried. NED, Inc. President Loren Kucera adjourned the meeting at 7:35 p.m.