

**NORTHEAST ECONOMIC DEVELOPMENT, INC. – NED, INC.  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JULY 12, 2023 – 7 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 7:02 p.m. by NED, Inc. President Shannon Stuchlik who informed the public about the location of the Open Meetings Act LB 898 and that it was accessible to the public.

**II. Roll Call:** NENEDD Fiscal Officer, Kristen Rosner, read roll call.

**Board Members Present:**

Shannon Stuchlik, President, Midwest Bank of Pierce  
Jerry Engdahl, Vice President, Platte County Supervisor  
Jim McCarville, Secretary/Treasurer, Northeast Community College  
Rich Jablonski, Columbus City Council  
Loren Kucera, Nebraska Business Development Center (NBDC)-Wayne  
Sally Ganem, Fremont City Council  
Kurt Dostal, Citizens State Bank

**Board Members Absent:**

None.

**NENEDD Board Members Present:**

Charlie Bahr, Columbus City Council; Meghann Buresh, Nebraska Apex Accelerator; Troy Uhlir, Madison County Commissioner; Judy Mutzenberger, Cuming County Supervisor; Justin Webb, Norfolk City Council; Tina Biteghe Bi Ndong, West Point Chamber of Commerce; and Blake Denton, MetLife Investment Management.

**NENEDD Staff Present:**

Thomas L. Higginbotham, Jr., Tina M. Engelbart, Jeff Christensen, Kristen Rosner, Grace Petersen, Martin Griffith, Mandy Gear, Andrea Larson, Riah Deane, and Kirk Brown.

**III. Introduction of Guests:** Tod Voss, Village of McLean; and David Branch, Cuming County Economic Development.

**IV. Secretary's Report**

**A. Consideration for approval of the July 12, 2023, agenda and the May 31, 2023, meeting minutes.** Jerry Engdahl made a motion to approve the July 12, 2023, agenda and the May 31, 2023, meeting minutes. Rich Jablonski seconded the motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** Sally Ganem. Motion carried.

\*\* Sally Ganem arrived.

**V. Treasurer's Report**

**A. Consideration for acceptance of the May 2023 Treasurer's Report as presented.**

NENEDD Fiscal Officer Kristen Rosner presented the report. Kurt Dostal made a motion to accept the May 2023 Treasurer's Report as presented. Rich Jablonski seconded the motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

## VI. Action Items

**A. Consideration to approve a \$52,000 loan to 39<sup>th</sup> Avenue Industrial & Storage, LLC.** NENEDD Business Loan Specialist Jeff Christensen presented. Ben Jenkinson is planning the renovation of the 39<sup>th</sup> Avenue Industrial & Storage, LLC, facility located at 1156 39<sup>th</sup> Ave. in Columbus. This property currently has 25 storage units and 5,000 square feet of industrial manufacturing space leased to Jimko Machine Products. Twelve of the storage units are being converted into additional manufacturing space for Jimko's expansion – approximately 6,000 square feet. NENEDD provided a \$140,000 loan in June 2014 when Ben originally purchased the building. All payments have been made as promised. The total project costs are \$145,000, which includes HVAC, electrical, air compressors, doors, tinwork/exhaust/guttering, and concrete. NED, Inc. will lend \$52,000 for the renovation of the real estate. The \$52,000 loan will have a term of 20 years at an interest rate of 5.50% (fixed). NED, Inc. will have a subordinate Deed of Trust on the real estate and a UCC lien on the business personal property of 39<sup>th</sup> Avenue Industrial and Storage, LLC. NED, Inc will file a Deed of Trust on the Jenkinson's personal residences in Columbus and life insurance assignment from Ben for the amount of the loan for the life of the loan. NED, Inc. will also require a personal guaranty from Ben. Jim McCarville made a motion to approve a \$52,000 loan to 39<sup>th</sup> Avenue Industrial & Storage, LLC. Rich Jablonski seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**B. Consideration to approve a \$40,000 loan to Cameron and Felecia Polly, d/b/a Polly Auctions in Allen.** NENEDD Business Loan Specialist Jeff Christensen presented. Cameron and Felecia Polly are planning the purchase of a building at 123 E. Second St., Allen, to expand their auction business. They conduct estate auctions for those that have passed away, moving, etc.; they sell on consignment for people dropping off items to their store, and they have online auctions. They currently lease a building on Dakota Avenue in Sioux City, but the lease continues to increasing, making it more economical to purchase a building. The building they plan to purchase is in Allen is the former Henry's Bar & Grill, which is 6,250 square feet. The total project costs are estimated to be \$131,000 to purchase the building and some renovation. NED, Inc. will lend \$40,000 to Cameron and Felecia Polly to purchase the building and real estate at 123 E. Second St. in Allen. This loan will have a term of 10 years at an interest rate of 4.50% (fixed). NED, Inc. will file a subordinate deed of trust on the business real estate and a UCC lien on all business assets of Polly Auctions. NED, Inc. will require a life insurance assignment from Cameron for the total amount of the loan for the life of the loan. NED, Inc. will also file a deed of trust on the Polly's personal residence in rural Homer. Loren Kucera made a motion to approve a \$40,000 loan to Cameron and Felecia Polly, d/b/a Polly Auctions in Allen. Jim McCarville seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**C. Consideration to approve a \$50,000 loan to Wolken Therapy and Wellness, LLC, Oakland.** NENEDD Business Loan Specialist Jeff Christensen presented. Ryan Wolken, member of Wolken Therapy and Wellness, LLC, is planning the renovation of their location at 312 N. Oakland Ave. in Oakland. NENEDD provided a \$101,250 CARES Act loan in May 2021 for the purchase of an existing business. All payments have been received as promised. In five years, they intend to use their new remodel to expand their outpatient therapy services of occupational therapy, speech therapy, chiropractic, dry needling, and massage therapy. In ten years, their

objective is to become the primary physical therapy provider in the area. Total project costs are \$50,000. NED, Inc. will lend \$50,000 for renovation. FFE and working capital for business expansion. The \$50,000 NED, Inc. loan will have a term of 10 years at an interest rate of 4.50% (fixed). NED, Inc. will have a subordinate deed of trust on the business real estate and UCC lien on the business personal property. NED, Inc. will require additional life insurance assignment from Ryan for the amount of the additional loan for the life of the loan and personal guaranty from Ryan and Hilary Wolken. NED, Inc. will also file a deed of trust on Ryan and Hilary's personal residence in Norfolk. Kurt Dostal made a motion to approve a \$50,000 loan to Wolken Therapy and Wellness, LLC, in Oakland. Sally Ganem seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**D. Consideration to approve direct homebuyer assistance applicant #101778.** NENEDD Housing Loan Specialist Mandy Gear presented. NENEDD staff have reviewed the application and are recommending approval for direct homebuyer assistance in the amount of \$30,000 for applicant #101778. This is a 0% Deferred Interest Loan, due upon transfer of title. Loren Kucera made a motion to approve direct homebuyer assistance applicant #101778. Jerry Engdahl seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**E. Consideration to approve applicant #101776 for owner-occupied housing rehabilitation funds up to the amount of \$40,000.00.** NENEDD Housing Specialist Martin Griffith presented. The property is located in Wayne, is 1,593 square feet, and cost of repairs per square foot is \$25.00. The house is structurally sound, in good condition, and after repairs will meet or exceed all of the required Minimum Rehabilitation Standards. This property is deemed economically feasible for the NED, Inc. Owner-Occupied Housing Rehabilitation Program. Funding will be provided by NED, Inc. Housing Reuse Funds. This is a 2% loan up to 20 years. Jim McCarville made a motion to approve applicant #101776 for owner-occupied housing rehabilitation funds up to the amount of \$40,000.00. Kurt Dostal seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**F. Consideration to adopt the 2023-2024 NED, Inc. budget as recommended by the Budget Committee.** NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. On July 10, 2023, the NED, Inc. Budget Committee met with staff to review the proposed Annual Budget. The committee recommends approval of the proposed 2023-2024 Northeast Economic Development, Inc. budget as presented. Kurt Dostal made a motion to adopt the 2023-2024 NED, Inc. budget as recommended by the Budget Committee. Jim McCarville seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**G. Consideration to appoint the individuals as presented to the Northeast Economic Development, Inc. Board of Directors for a three-year term.** NENEDD Deputy Director Tina M. Engelbart presented. The committee met July 10, 2023, and is making the following recommendations: Rich Jablonski, Columbus City Council, (second term to end 6/30/2026); and Jim Hans, Village of Wynot Board member, (first term to end 6/30/2026). Loren Kucera made a motion to appoint the individuals as presented to the Northeast Economic Development, Inc. Board of Directors for a three-year term. Kurt Dostal seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**H. Consideration to elect the Northeast Economic Development, Inc. Officers for 2023-2024 as presented.** NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. The committee met July 10, 2023, and is making the following recommendations: President, Shannon Stuchlik, Midwest Bank, Pierce; Vice President, Selma Ganem, Fremont City Council; and Secretary/Treasurer, Kurt Dostal, Citizens State Bank, Leigh. Rich Jablonski made a motion to elect the Northeast Economic Development, Inc. Officers for 2023-2024 as presented. Jerry Engdahl seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**I. Consideration for approval of 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 is suggested and reviewed by attorney Michael Brogan. Kurt Dostal made a motion to approve the general corporate resolution as presented. Jim McCarville seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**J. Consideration for approval of corporate resolutions with BankFirst, Elkhorn Valley Bank, and Pinnacle Bank.** NENEDD Fiscal Officer Kristen Rosner presented. With the change in officers effective July 12, 2023, the Board of Directors need to approve who can sign on NED, Inc.'s bank accounts and certificates of deposit. The resolutions will be for the following banks: BankFirst, Elkhorn Valley Bank, and Pinnacle Bank. The signors on the accounts will be the President, Vice President, Secretary/Treasurer, Executive Director, and Deputy Director. Sally Ganem made a motion to approve the corporate resolutions with BankFirst, Elkhorn Valley Bank, and Pinnacle Bank. Loren Kucera seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**K. Consideration to approve NED, Inc. NAHTF Owner-Occupied Single-Housing Emergency Repair Guidelines.** NENEDD Housing Loan Specialist Mandy Gear presented. This program is designed to provide direct assistance to low-to-moderate income homeowners for emergency repairs. Eligible activities include repair or replacement of HVAC systems, water heaters and roofing, limited repairs to the exterior water service and/or sewer lines and electrical service problems on the exterior of the home. Criteria to be eligible is: must own and live in your home; household gross income is at or below 120% of the Area Median Income for the county in which you reside; and homes to be repaired must be located within the city limits of a community in the NED, Inc. service area. The Emergency Repair Program is a grant program, and no repayment is required. Funding available for emergency repairs is not to exceed \$15,000. Loren Kucera made a motion to approve NED, Inc. NAHTF Owner-Occupied Single-Housing Emergency Repair Guidelines. Jim McCarville seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**L. Consideration to approve closing HUD/NENEDD Owner-Occupied Rehabilitation Account.** NENEDD Fiscal Officer Kristen Rosner presented. NENEDD received funding from HUD for owner-occupied rehabilitation under RH-00-NE-1-0203. The funds have been transferred to NED, Inc. as guidelines changed disallowing NENEDD to be an eligible applicant. The funds are almost depleted and the last two owner-occupied rehabilitation projects will use the remainder of the funds in the account for project costs. Any loan repayments will be deposited toward the HOME OOR program which is similar in funding source. Jim McCarville made a

motion to approve closing HUD/NENEDD Owner-Occupied Rehabilitation Account. Rich Jablonski seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**M. Consideration to invest excess funds with the Nebraska Public Agency Investment Trust (NPAIT).** NENEDD Fiscal Officer Kristen Rosner presented. NENEDD is a sponsor for NPAIT for over 20 years. NPAIT provides a wide variety of banking solutions for Nebraska public entities and associations. NPAIT has cash management solutions for short-term investments, along with fixed income solutions, such as certificates of deposit and government securities. NENEDD would like to invest excess funds with NPAIT. There is no minimum investment, minimum to withdraw or transaction limits. NPAIT would operate like an online bank account. NENEDD would be able to transfer funds to NPAIT to invest or from NPAIT to disburse as a loan fairly easily. Its daily rate is higher than local banks, sitting at 5.202% as of June 28, 2023. Kurt Dostal made a motion to invest excess funds with the Nebraska Public Agency Investment Trust. Sally Ganem seconded that motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried.

**VII. President/Board Comments:** NENEDD Executive Director Thomas L. Higginbotham, Jr. thanked NED, Inc. Board Member Jerry Engdahl, Platte County, for his service to the board. The meeting was the end of his two three-year terms.

**VIII. Next Meeting Date:** The next NED, Inc. Board of Directors meeting will be held on Wednesday, July 26, 2023, at 7 p.m. The meeting will be held at the following location: City of Norfolk Offices – Training Room, 309 N. 5<sup>th</sup> St., Norfolk, NE 68701.

**IX. Adjournment:** Sally Ganem made a motion to adjourn the meeting. Rich Jablonski seconded the motion. **AYES:** Jerry Engdahl, Jim McCarville, Rich Jablonski, Sally Ganem, Loren Kucera, and Kurt Dostal. **NAYS:** None. **ABSENT:** None. Motion carried. NED, Inc. President Shannon Stuchlik adjourned the meeting at 7:41 p.m.