

Minutes

Regular Meeting
Thursday, December 9, 2004
4:30 p.m.
Becker County Commissioner Board Room
Detroit Lakes, MN

Meeting called by:	Robert "Bob" Bristlin
Type of meeting:	Regular Meeting
Attendees:	Bob Bristlin, Harry Salminen, Mike Metelak, Gerald Schram, Terry Johnson, Dan Aune (left at 6:20 pm) Staff present: Jon Thomsen, Stan Thurlow, Lana Fralich, Shawn Olson Others present: Arlen Kangas (Chairman, White Earth Investment Initiative); Mike Swan (Chairman, Pine Point Community Council) Gerald Roberts (Secretary, Pine Point Community Council)
Board Members Absent:	Paul Joyce

Agenda topics

- 1) Call Regular Meeting to order:** B Bristlin called the meeting to order at 4:30 p.m.
- 2) Approval of Regular Meeting Agenda: Motion** and second to approve the Agenda with the following additions: Pine Point Community Council Project Presentation, B Bristlin Presentation and Permanent Supportive Housing Project (T Johnson, M Metelak), carried.
- 3) Approval of November Regular Meeting Minutes: Motion** and second to approve the Meeting Minutes as presented (H Salminen, G Schram), carried.
- 4) White Earth Investment Initiative Contribution Request:** The Board listened as Arlen Kangas spoke on behalf of the White Earth Investment Initiative (WEII). Mr. Kangas spoke briefly about the various projects that MMCDC and WEII have undertaken on the White Earth Indian Reservation. They are seeking to establish a \$1,000,000 loan fund to assist new and expanding business enterprises on the Reservation. Recently the U.S. Department of Agriculture (USDA) provided them with a \$750,000 loan, conditioned upon their obtaining matching funds of \$250,000. Discussion followed on the amount of the contribution, whether it would be a loan/grant and if there would be any restrictions on WEII's use of the funds. L Fralich noted that, in addition to the County Attorney reviewing the request, the EDA would have to hold a Public Hearing and the Resolution would have to be reviewed by DEED. The Board listened as M Swan spoke on behalf of the Pine Point Community Council. M Swan spoke briefly about the various joint projects with the WEII. The Board agreed that it needed more time to review the \$100,000 contribution request. No action taken.
- 5) Pine Point Community Council Project Presentation:** The Board listened as M Swan spoke on behalf of the Pine Point Community Council. M Swan noted the need for economic development in Pine Point. Discussion followed on possible projects, the need for Small Business Management training seminars, and how the EDA could help Pine Point find the needed resources. M Swan volunteered to host a future EDA Board Meeting in Pine Point. No action taken.

6) Financial Report:

- a) Monthly Report: Staff presented the financial report. **Motion** and second to accept the report as presented (Salminen, Aune), carried.
- b) Management's Discussion and Analysis for Period Ending December 31, 2003: Staff offered the 12/31/2003 MD&A for the EDA and Becker County for the EDA Board to review.
- c) Audit Services for Fiscal Year Ending December 31, 2004: Staff presented the Audit Engagement Letter confirming the services to be provided by the Mn State Auditor's Office for the year ending December 31, 2004. Discussion followed on audit costs. **Motion** and second to approve the audit services as presented (Salminen, Schram), carried.

7) Economic Development

- a) Economic Development Update Report: S Thurlow noted that the South 10 Industrial Park Professional Contract for Real Estate Services with Mr. Hovde is about to expire. Discussion followed. **Motion** and second to renew the contract with the stipulation that the Lake Park EDA must also agree to the renewal (Johnson, Aune), carried. S Thurlow updated the Board on the Frazee EDA as it related to the Swift Building.
- b) Bob Bristlin Presentation: The Board listened as B Bristlin spoke about the need for Becker County to review its options for waste management. Discussion followed. B Bristlin invited the EDA Board to tour the garbage burning facility in Fosston, MN. No action taken.

8) Housing:

- a) Housing Update Report: J Thomsen updated the Board on the Housing activities.
- b) Maple Avenue Apartments: The Board listened as J Thomsen updated the Board on the discussions with the City of Frazee regarding the Maple Apartment LLC's TIF agreement and the desire to refinance the debt at Northwoods Bank of Minnesota, Park Rapids, at a lower interest rate. Discussion followed. M Metelak noted that he had further studied the debt structure and the financing of the project and he had several follow up questions for J Thomsen. **Motion** and second to refinance with First Security Bank as proposed by M Metelak and structure the refinancing so that it was lower than the current payment amount (Salminen, Johnson), carried. (D Aune left the meeting at 6:20).
- c) Permanent Supportive Housing: L Fralich requested approval to amend the purchase agreement to allow for the extension of the closing date of the land acquisition. **Motion** and second to amend the purchase agreement to extend the closing date to January 31, 2005 (Salminen, Metelak), carried. L Fralich requested approval to enter into the loan documents for the land acquisition. Discussion followed on buying the land outright vs. using loan funds from CSH. **Motion** and second to sign the CSH loan documents (Salminen, Metelak), Bristlin, Salminen, Metelak and Johnson in favor and Schram opposing, carried.

9) Open Forum: No comments were made.

10) Adjourn: **Motion** and second to adjourn the meeting at 6:45 (Salminen, Johnson), carried.

ATTEST:

Respectfully submitted:

/s/

Jon Thomsen

/s/

Robert Bristlin

Housing Director

EDA Board President