

Minutes

Regular Meeting
Thursday, January 13, 2005
5:40 p.m.
Becker County Commissioner Board Room
Detroit Lakes, MN

Meeting called by:	Mike Metelak
Type of meeting:	Regular Meeting
Attendees:	Harry Salminen, Karen Mulari, Mike Metelak, Terry Johnson, Gerald Schram, Dan Aune Staff present: Jon Thomsen, Stan Thurlow, Lana Fralich, Shawn Olson Others present: Nathan Bowe (Detroit Lakes Newspapers)
Board Members Absent:	Paul Joyce

Agenda topics

- 1) **Call Regular Meeting to order:** M Metelak called the meeting to order at 5:40 p.m.
- 2) **Approval of Regular Meeting Agenda:** **Motion** and second to approve the Agenda without changes, (G Schram, H Salminen), carried.
- 3) **Approval of Minutes from December Regular Meeting:** **Motion** and second to approve the Meeting Minutes as presented (T Johnson, G Schram), carried.
- 4) **Monthly Financial Report:** Staff presented the financial report. **Motion** and second to accept the report as presented (D Aune, G Schram), carried.
- 5) **2005 Budgets:**
 - a) **2005 EDA General Fund Budget:** Staff noted that the EDA is mandated to adopt a budget for its General Fund. A draft budget was presented. It was noted that the budget could be amended at any time. Discussion followed. **Motion** and second to adopt the 2005 General Fund Budget as presented (H Salminen, D Aune), carried.
 - b) **2005 Housing and Economic Development Departmental Budget and Board Per Diems:** The Board listened as the staff presented the 2005 Departmental Budget as adopted by the Becker County Commissioners. No action was required. J Thomsen noted that the Board per diem compensation was set at \$15 per meeting (plus mileage) in 1997 when the EDA was established. At the same time, the practice of the EDA Board Members submitting annual requisitions for per diem payments was initiated. Discussion followed. **Motion** and second to increase per diem compensation to \$30 per meeting, retroactive to January 1, 2005 (T Johnson, D Aune), carried. **Motion** and second to require quarterly requisitions for per diem payments (D Aune, H Salminen), carried.
- 6) **CDARS Program:** The Board listened as S Olson explained the Certificate of Deposit Account Registry Service (CDARS) Program offered by Midwest Bank. No action taken.

7) Monthly Housing Update Report:

- a) Maple Avenue Apartments:** J Thomsen presented a letter from County Attorney J Evans that further explained the agreements entered into with regard to the Maple Avenue Apartment Limited Partnership. No action taken. J Thomsen noted that the limited partner, Wells Fargo Bank, gave him written authorization to refinance the debt. Discussion followed on TIF.
- b) Minnesota Cities Participation Program:** Staff requested authorization to apply for MCPP funding for Becker County. **Motion** and second to submit the MCPP Application with MHFA and authorize payment of the Processing Fee and 1% Refundable Deposit (H Salminen, G Schram), carried.
- c) New Construction Housing Application:** Staff requested authorization to submit an MHFA application in February for construction financing of 6 new homes. It was noted that MHFA might extend the repayment deadline for the existing MHFA funding. If approved, the EDA would only require an additional \$150,000 in funding, rather than the \$500,000 initially estimated. **Motion** and second to submit the proposed funding application in February (Salminen, Schram), carried.
- d) Becker County SCDP Lien Release/Subordination:** On behalf of SCDP Program Participant #CD-0885-507, J Thomsen presented a request to forgive the debt in the amount of \$7,753 and release the lien. Discussion followed. **Motion** and second to require the full repayment before releasing the lien (G Schram, T Johnson), carried. On behalf of SCDP Program Participant #CD-23-816, J Thomsen presented a request to accept a subordinate position. **Motion** and second to authorize the subordination of the lien (H Salminen, G Schram), carried.

8) Monthly Economic Development Update Report: L Fralich requested approval to place an ad in the *Destinations* paper circulated by the Detroit Lakes News Tribune. Discussion followed. **Motion** and second to place a 1/8th page ad and invite the Detroit Lakes EDA to make it a joint ad and split the cost (H Salminen, T Johnson), carried. The Board was invited to attend Congressman Collin Peterson's Small Business Resource Fair to be held Friday, March 4th in Mahanomen. There would be workshops every hour and an exhibit hall open all day. **Motion** and second to pay the \$15 Registration Fee for any EDA Board Member who is interested in attending (H Salminen, D Aune), carried. The following items were offered for consideration by the Board: The White Earth Investment request, the purchase of additional land for housing development, the development and printing of small flyers or advertising brochures, Community Training Sponsorship Meetings and Website development. Should the Board be interested in pursuing any of these activities, the recently adopted Budget would have to be amended. Discussion followed on the White Earth Investment Initiative and the need for more information. **Motion** and second to schedule a Public Hearing to coincide with the February Regular Meeting and invite A Kangas (D Aune, G Schram), carried. L Fralich noted that she would be making a presentation on behalf of the EDA at the January 20th Rotary Meeting and invited the EDA Board. West Central Initiative and the Minnesota Design Team are holding an informational meeting on January 27th; there isn't any fee to attend and the EDA Board Members were invited to attend.

9) Other: There being no further business to be brought before the Board,

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

ATTEST:

Respectfully submitted:

/s/

Mike Metelak
Housing Director

Jon Thomsen

/s/

EDA Board President