

Minutes

Regular Meeting
Thursday, April 14, 2005
3:30 p.m.
Lower Jury Room, Becker County Court House
Detroit Lakes, MN

Meeting called by:	Mike Metelak
Type of meeting:	Regular Meeting
Attendees:	Harry Salminen, Karen Mulari, Mike Metelak, Gerald Schram (left at 5:40), Dan Aune, Terry Johnson, Paul Joyce Staff present: Jon Thomsen, Lana Fralich, Shawn Olson Others present: Nathan Bowe (Detroit Lakes Newspapers), Joe Evans (County Attorney), Matt Casey (Human Services), Bob Johnson and Larry Moe (Mn State Auditor's Office), Bryce Anderson (Frazee EDA), DeVonne Green (Green Grocery Store)
Board Members Absent:	None

Agenda topics

- 1) **Call Regular Meeting to order:** M Metelak called the meeting to order at 3:35 p.m.
- 2) **Approval of Regular Meeting Agenda: Motion** and second to approve the Agenda with the following additions: Add *Devonne Green* under Item 5 and add *Bill Payable* under Item 4 (Johnson, Joyce), carried.
- 3) **Approval of Minutes from March Regular Meeting:** Modification to paragraph 7b as follows: remove "carried 3-2 with" and add "the motion shall not be deemed to be adopted since it was approved by less than a simple majority of all directors present". **Motion** and second to approve the modified Meeting Minutes (G Schram, Dan Aune), carried with P Joyce abstaining.
- 4) **Financial Report:**
 - a) **Guest Speaker: Bob Johnson, State of Minnesota Office of the State Auditor:** The EDA Board listened as B Johnson presented the 2004 audit report, including details on the change in cash, change in fund balances and audit findings and recommendations. It was noted that one way to reduce audit costs would be to implement a single fiscal year end and it was recommended to move to a June 30th year-end for the EDA General Fund.
 - b) **Monthly Report:** Staff presented the financial report. **Motion** and second to accept the report as presented (P Joyce, H Salminen), carried.
 - c) **Bills Payable:** Staff requested approval to pay Special Assessment 5045-0 Frazee Road in full. The Frazee City Council assessed \$3,469 against the Becker County Industrial Park in Frazee for road improvements. The assessment accrues interest until paid in full. **Motion** and second to approve payment to the Becker County Treasurer in the amount of \$3,685.81 (H Salminen, G Schram), carried.
- 5) **White Earth Investment Initiative: Motion** and second to deny WEII grant/contribution request, (T Johnson, H Salminen), carried. The Board listened as J Evans (County Attorney) reported on what types of EDA activities require County Commissioners approval. It was noted that the initial Enabling Resolution required City Council or County Commissioners approval before the commencement of an economic development project. Subsequently, the County Commissioners attempted to eliminate this restriction, however, it may not have been done according to statute. The Board requested that the staff provide a list of what types of actions require County Board approval prior to commencement of the activity. No action taken. The Board listened as DeVonne Green spoke about her grocery store in Ogema. Discussion followed. **Motion** and second to recommend that the County Commissioners authorize the EDA Board to offer a \$100,000 loan to the White Earth Investment Initiative at 1% interest for 30 years with stipulations that the loan be matched 4:1 by CDFI funds, that the loan and matching funds be used entirely within Becker County, that loans will be made to any qualifying business who is planning to expand, start-up

on the White Earth Reservation and that the agreement to the loan will mirror the loan of CDFI (D Aune, H Salminen), discussion followed, **Motion withdrawn (D Aune, H Salminen)**. **Motion** and second to recommend that the County Commissioners authorize the EDA Board to offer a \$50,000 loan to the White Earth Investment Initiative at 1% interest for 30 years with stipulations that the loan be matched 4:1 by CDFI funds, that the loan and matching funds be used entirely within Becker County, that loans will be made to any qualifying business who is planning to expand, start-up on the White Earth Reservation and that the agreement to the loan will mirror the loan of CDFI (D Aune, H Salminen), D Aune and H Salminen in favor, T Johnson, G Schram and P Joyce opposed, K Mulari abstained, motion failed.

- 6) **Becker County Workshop:** The Board watched and listened to M Casey's (Human Services) PowerPoint presentation on the activities of the Becker County Workshop. M Casey requested financing for a new/remodeled building to provide a permanent facility for the Becker County Workshop operations. **Motion** and second to authorize the staff to conduct a financial analysis and report back (G Schram, K Mulari), carried.
- 7) **Guest Speaker – Helen Conde, Department of Employment and Economic Development (DEED):** The Board listened as H Conde detailed the types of activities undertaken by the Minnesota DEED, including what her role is and how DEED provides a financial incentive to EDA's that find projects that DEED will finance. (G Schram left the meeting) Discussion followed.
- 8) **Economic Development:**
 - a) **Update Report:** Staff noted that the written report was in the Board packet. L Fralich noted that MCCF is reviewing two projects, including a local expansion and a local start up project. It was noted that the any action taken by the EDA Board would be pending approval by the County Commissioners and MCCF. **Motion** and second to approve funding for MCCF 41105A and MCCF 41105B, recommend that the County Commissioners approve MCCF funding, both pending approval by MCCF ((H Salminen, T Johnson), carried.
 - b) **Business Summary:** M Metelak offered several comments for L Fralich to incorporate into the document.
 - c) **Contract for Consultant Services:** The proposal submitted by Forest L. Carpenter, Cornerstone Development Services, was presented. **Motion** and second to accept the proposal with the stipulation that the proposal must exclude travel to and from home (P Joyce, H Salminen), carried.
- 9) **ICWC Work Crew:** J Thomsen updated the Board on recent action taken by the County Board. In light of the recent County Board authorization to establish an Inmate Construction Work Crew in the minimum-security facility in Detroit Lakes, staff asked for permission to advertise/solicit general contracting proposals. **Motion** and second to request proposals for general contracting services to coordinate the construction of these new homes (H Salminen, D Aune), carried.
- 10) **Housing Committee:**
 - a) **Agency Plan:** A Public Hearing has been held and the Housing Committee has reviewed the 2005 Agency Plan and has recommended adoption by the EDA Board. **Motion** and second to adopt the 2005 Agency Plan, complete the appropriate certifications and direct the staff to submit the required documents to HUD (H Salminen, K Mulari), carried.
- 11) **EDA Board – Open Forum:** No comments made.
- 12) **Old/New Business:** There being no further business to be brought before the Board,
- 13) **Adjourn:** **Motion** and second to adjourn the meeting at 6:15 pm (H Salminen, T Johnson), carried.

ATTEST:

Respectfully submitted:

/s/

/s/

Jon Thomsen

Mike

Metelak

Housing Director

EDA Board President