

Minutes

Regular Meeting
Thursday, February 9, 2012
3:00 p.m.
Lake Melissa Room, Human Services Building
Detroit Lakes, MN

Meeting called by: Paul Joyce
Type of meeting: Regular Meeting
Attendees: John Okeson, Barry Nelson, Chuck Jost, Paul Joyce, Heath Peterson;
Staff present: Jon Thomsen, Guy Fischer, Shawn Olson
Guests: Abby Anderson (Lake Park EDA)
Board Members Absent: Mike Maloney; 1 position is vacant

Agenda topics

- 1. Call Regular Meeting to order:** Vice President P Joyce called the meeting to order at 3:02 p.m.
- 2. Approval of the Regular Meeting Agenda:** Request to amend and add *Election of President* and *Depository Agreements*. **Motion** and second to approve the Agenda as amended (B Nelson, H Peterson), carried.
- 3. Election of President:** P Joyce opened the floor for nominations for President and called for nominations three times. **Motion** and second to elect Heath Peterson (J Okeson, C Jost), carried. *Heath Peterson took over the meeting at this time.*
- 4. Approval of Minutes from January 12, 2012 Regular Meeting:** **Motion** and second to approve the minutes from the January 12, 2012 regular meeting (P Joyce, J Okeson), carried.
- 5. Monthly Financial Report:** Staff presented the written report. **Motion** and second to accept the monthly financial report as presented (J Okeson, P Joyce), carried.
- 6. Monthly Housing Update Report:** J Thomsen outlined the activities of the Housing Staff, including updates on the various programs. J Thomsen reported on the renovations to the building leased to the Becker County Workshop; additional renovations may be needed to accommodate the Becker County Extension Service needs, who will share the building. Discussion followed on cost over-runs and the County's contribution towards the project. **Motion** and second to authorize the completion of the project with additional funds from the EDA's building fund (B Nelson, P Joyce), carried.
- 7. Depository Bank Agreement:** Staff presented the depository agreements from Wells Fargo Bank. Discussion followed. **Motion** and second to authorize the execution of all documents required to transfer custodial responsibilities to BNY Mellon (B Nelson, J Okeson), carried.
- 8. Monthly Economic Development Update Report:** Abby Anderson with the Lake Park EDA spoke about their strategic plan; discussion followed on increasing communication between the two boards and sharing ideas. G Fischer presented an update report on Midwest Manufacturing and Burlington Springs; he noted that there was a Bait Shop and Restaurant interested in tax abatements and he updated the Board on other activities taking place in the County. No action taken. **Motion** and second to accept the monthly report (P Joyce, C Jost), carried.
- 9. EDA Board – Open Forum:** There being no further business brought before Board,
- 10. Adjourn:** **Motion** and second to adjourn the meeting at 4:30 pm (J Okeson, P Joyce), carried.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen
Housing Director

/s/ Heath Peterson
EDA Board President