

EDA Meeting Minutes



Regular Meeting
Thurs. August 18, 2016
3:00 p.m.
1st Flr. Bd. Rm.
Detroit Lakes, MN

Meeting called by:	Larry Knutson
Type of meeting:	Regular Meeting
Attendees:	Larry Knutson, Abby Anderson, Chris Sherman, Chuck Jost, Hank Ludtke, Paul Joyce
Board members absent:	Barry Nelson
Other Attendees:	Laura McKnight, Mary Hendrickson, Guy Fischer, Denise Anderson

Agenda Topics

1. **Call Meeting to order:** Larry Knutson called the meeting to order at 3:05 p.m.
2. **Approval of Agenda:** IRS addition under 6 Open Forum (b.)IRS on agenda motion to approve agenda by Joyce, 2nd by Ludtke – motion carried.
3. **Approval of Meeting Minutes (7/21/2016):** motion to approve by Ludtke, 2nd by Anderson (Joyce abstention) - motion carried.
4. **Housing:**
 - **MURL Home: 420 Hawk St.:** Cancellation of insurance and contract. Motion to sign contract for new homeowner (Sherman, Joyce 2nd) motion carried.
 - **MURL Home – Lake Park (3012 3rd St.):** water damaged home; insurance adjuster came - \$15,000 est. on repairs for water damage. Ins. Check came in homeowners' and EDA' s name (Co. is listed as additional insured). Money is in escrow account – when homeowner brings in cost and expenditures money will be provided.
 - **FYI: Maple Ave. Apts.** – units are full.
 - **Approval/Paying Bills:** From Check Register/Invoices Presented: Workshop \$0.00, Hwy 34 Group Home \$0.00, Low Income Public Housing \$4,148.31, Willow Property \$467.65, Maple Ave. Apts. \$3,041.26, Hidden Hills Group Home \$0.00, West River Townhomes \$8,386.20, and Section 8 Voucher \$15,963.06. Motion to approve bills, financial statements and reports (Joyce, Jost 2nd) motion carried.
 - **Est. Annual Management Fees Disc.:** Estimated management fees available \$85,000 May-Dec. 2015; \$58,000 Jan. – July 2016; can be back dated to utilize.
 - **Hwy 34 Group Home:** 4 units of transitional housing - discussion about current use and occupants, rent set by agreement by State. Comment: EDA could sell if we wanted to.
 - **Investigate Housing Options** – explore some selling- separating/other options - bring back options to discuss (Laura/Guy)
5. **Economic Development:**
 - **Budget Levy Discussion/Audit:** MMCDC needs access to all (EDA bank) accounts – make available to MMCDC to make accurate statements. Line up dates for EDA meeting to discuss setting levy prior to last Bd. meeting in September.
 - **Broadband:** Discussion of information presented. Bd. requested staff contact Arvig to determine why Osage and Hwy 34 received broadband.

- **Synopsis of Economic Development Initiatives and Projects for 2016:** Gary's Furniture, Solar/Wind Hybrid Projects, Workforce Planning, Becker County Energize, Parks and Recreation, Safe Routes to School, other assignments as directed.
 - **FYI - Hwy 87 project (Frazee):** Meeting dates to begin project discussion with consultant: Sept. 8th, Oct. 5th and Open Housing on 18th Oct.

6. **Open Forum:**

- **IRS:** IRS Penalty proposed (\$2,580) per late filing of 2014 1099 forms (43 @ \$60 each). Staff seeks to respond and request that no penalty should be imposed. MMCDC will review software to see if there are any related records associated with filing. Motion to allow staff to reply to IRS Letter/Notice (Ludtke, Sherman 2nd) motion approved.

7. **Adjourn:** Larry Knutson adjourned the meeting at approximately 4:20 p.m.

ATTEST:

Respectfully submitted:

/s/ Guy Fischer
EDA Coordinator

/s/ Larry Knutson
EDA Board Vice President

DRAFT