

EDA Meeting Minutes



Regular Meeting
Thurs. Oct. 20, 2016
3:00 p.m.
1st Flr. Bd. Rm.
Detroit Lakes, MN

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

Agenda Topics

- 1. Call Meeting to order:** Barry Nelson called the meeting to order at 3:00 p.m.
- 2. Approval of Agenda:** add 5.a. Utility ROW easement request by DL for 1116 St. Hwy34. motion to approve by Ludtke, 2nd by Joyce - motion carried.
- 3. Approval of August Meeting Minutes (9/13):** motion to approve by Joyce, 2nd by Jost - motion carried.
- 4. Housing:** Review of housing programs. Maple Ave. – some difficulties maintaining vacancies; background/tenant history discussion.
 - **Approval/Paying Bills:** From Check Register/Invoices Presented: Workshop \$59.96, Hwy 34 Group Home \$0, Low Income Public Housing \$31,788.01, Willow Property \$1,783.68, Maple Ave. Apts. \$3,874.42, Hidden Hills Group Home \$0, West River Townhomes \$13,771.48, and Section 8 Voucher \$16,584.06. Motion to approve bills, financial statements and reports (Ludtke, Joyce 2nd) motion carried.
 - **Maple Ave. Capital Needs & Loan Payment:** Defer loan payment schedule for \$169,000 loan. Per discussion accept interest only from June 1-2015 thru Oct 1-2016 aka 16 months of interest with resumption of loan payments to EDA to begin Nov 1, 2016. Motion to pay interest to-date and resume loan payments November 1st, 2016 (Knutson, Joyce 2nd) motion carried. Other discussion: Sell property? Set it up to cash flow and restructure the debt (comment). Siding in need of repair – look at options (paint, warranty).
 - **Financials:** Laura to run quarterly consolidated financial sheet. Interest in getting list of property's and timeline of obligations for each.
- 5. Economic Development:**
 - a. Utility ROW easement request by DL for 1116 St. Hwy 34:** Motion to approve request for Utility ROW easement by DL for 1116 St. Hwy 34 (Ludtke, Anderson 2nd) motion carried.
 - b. Gary's Furniture Asbestos Removal:** Request for Quotes documents shared and reviewed; some corrections/changes offered. Looking to send out on the 21st with reply's back by the November 7th, bring to NRM and then Co. Bd. for review consideration on 11/15. Motion to move forward with requesting quotes for asbestos removal (Knutson, Joyce 2nd) motion carried.
 - c. Wind Turbine Project:** Audubon's City Council approved moving forward with the wind/solar hybrid project on Monday (17th). Construction is anticipated to begin in June 2017. Frazee's EDA has approved the project. The City will wait till after the election for their City Council to take a vote on whether to move forward with the project. Also comment made (Nelson) regarding Broadband and interest in continuing to look at options to improve broadband.

- d. **Housing/Commercial – Lake Park:** Met with Bob Bristlin/Lightowler to discuss next steps in their housing project/plans for LP (Old School and adjacent grounds); interest in exploring TIF options with LP. Met with LP Mayor. Call from Aaron Karvonen (Perham) exploring expansion options for furniture store in LP.
- e. **BUILD Committee Survey:** review of aggregated survey data; upcoming mtg. of BUILD committee to discuss strategies; opportunity to participate in MHP’s Housing Institute program which seeks to bring stakeholders together from regions to explore housing issues/options, facilitate the meetings, provide \$ for travel/lodging and food expenses. Commitment of mtg. quarterly for 18 months. Local interest: City of DL, County, MMCDC and Mahube to-date.
- f. **Parks and Recreation:** Brief overview of Parks and Rec activities: Hwy 87 Project, Dunton Locks, Shell Lake Block – Recommendations (to share with Shell Lake Township), County Lake Accesses – improvements, Mt. View - Maintenance Agreement with DMRA, Connecting Trail (Co. 54/Hwy 10 intersection changes), Heartland Trail.
6. **Open Forum:**
- Request to close Midwest Savings Acct. 484447 with a balance of \$27,192.19 and move to Midwest Checking acct. 405729 to cover expenses.
 - Reimbursements of 3rd qtr. expenses from EDA to BC pd. Sept. 30th, 2016 in the amount of \$43,555.24.
 - WF bank accts. for housing accts. closed in 2015, actual balances Sept. 30th, 2016.
 - Request to combine 2 CD’s at Bell State Bank into 1 CD to get a better rate of return. Combined cash value of \$121,279.09, term expires Oct. 28, 2016. Motion to approve (Ludtke, Knutson 2nd), motion carried.
 - Audit exit interview went well; audit total more than last year; cost for 2015 was \$31,780.
 - Paul Joyce is leaving EDA; today’s meeting is his last. Moving out of County to Park Rapids. Chuck Jost looking to leave EDA in April 2017.
7. **Adjourn:** Barry Nelson adjourned the meeting at approximately 4:40 p.m.

ATTEST:

Respectfully submitted:

/s/ Guy Fischer
EDA Coordinator

/s/ Barry Nelson
EDA Board President