

EDA Meeting Minutes



**Regular Meeting
Thurs., March 21, 2019
3:00 p.m.
County Bd. Rm., 1st Flr.**

Meeting called by:	Chris Sherman
Type of meeting:	Regular Meeting
Attendees:	Larry Knutson, Karen Mulari, Hank Ludtke, Barry Nelson, Chris Sherman
Board members absent:	Abby Anderson,
Other Attendees:	Guy Fischer, Mary Hendrickson, Laura McKnight, Robyn Beck

Agenda Topics

1. **Call Meeting to order:** Chris Sherman called the regular meeting to order at 3:55 p.m.
2. **Approval of Agenda:** Motion to approve by Knutson, 2nd by Nelson – motion carried.
3. **Approval December Meeting Minutes:** Motion to approve by Mulari, 2nd by Ludtke - motion carried.
4. **Housing/Economic Development:**
 - **Balance Sheets/Paying of Bills:**
From Check Register/Invoices Presented: Workshop \$913.85, Hwy 34 Group Home \$0.00, Low Income Public Housing \$3,349.51, Willow Property \$1,018.39, Maple Ave. Apts. \$5,236.17, Hidden Hills Group Home \$0.00, West River Townhomes \$7,314.93, and Section 8 Voucher \$21,396.76. Motion to approve financial statements and paying of bills by Mulari, 2nd by Knutson - motion carried.
 - **Procurement Policy Review:** Q. on 2.1, C. Small purchases of \$5,000 or less – should this be more?: per discussion change to small purchases of \$10,000 or less; Approve procurement policy with change to small purchases – motion by Knutson, 2nd by Nelson, motion carried.
 - **Public Housing Update:** Numerous repair projects – Mary Meadow Lane (septic) Riverside (excavation/drain tile installation), Sharon Ave. (pipe collapse proximate to septic system); also discussion on snow load coverage as part of insurance policies.
 - **WRT:** Meeting with Denise Warren to discuss WRT services interface with HS and extent to which management can be provided HS information; other options of gauging tenant progress and/or protocol for engaging tenants; WRT vacancy; mtg. with Mahube on April 16th at 2 p.m.
 - **Revenue Recapture:** EDA must conduct revenue recapture internally – recent meeting between County Finance staff and MMCDC to sort out access, roles and responsibilities.
 - **MURL:** Notice of cancellation served.
 - **MMCDC Contract (exp. May 1st):** Question about service contract and if it needs to go out for quotes/bid; motion to extend contract for one year (2019-2020) by Nelson, 2nd by Mulari, motion carried. Staff directed to follow-up with County attorney regarding question about service contract.
 - **Manna Coop:** Staff shared Change Maker Grant Proposal entitled, “Eat Fresh on the Northside” – Detroit Lakes in which the County would act as fiscal agent; correction to proposed grant budget in application identified - staff directed to notify applicant about discrepancy and request additional store product information.

- **CLT Meeting on March 22nd**: conversation with stakeholders and consultant continues relative to developing a regional CLT.
 - **Broadband Article discussed briefly**; potential \$35M to be requested for rural broadband for two years as part of governor's budget proposal; wait and see what happens per budget negotiations.
 - **HOME Program**: Flyer provided - program is up and running.
 - **Brightfields**: Monthly meetings – engaging MPCA and legislature as to what the aim and scope of the program is and to elicit assistance/participation from both; currently 11 sites across the state that have expressed an interest in the team assessing the technical, financial and regulatory feasibility of renewable energy development on these closed landfill sites.
 - **Child Care (SMART GOAL 4 Disc.: ID CC Supports/Incentives Draft)**; draft document run through of various strategies aimed at providing incentives to different sectors of the Child Care issue: Facilities, Employers, Employees/Parents, and Providers.
5. **Balance Sheet - Budget to Actual**: review
 6. **EDA Board Open Forum**: N/A
 7. **Adjournment: Meeting adjourned at 5:00 p.m.**

ATTEST:

Respectfully submitted:

/s/ Guy Fischer

EDA Coordinator

/s/ Chris Sherman

EDA Board President