



**COUNTY OF BECKER**  
**Economic Development Authority**  
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**BECKER COUNTY ECONOMIC DEVELOPMENT AUTHORITY BOARD MEETING - REGULAR MEETING MINUTES**

**November 18, 2021 (DRAFT)**

**3:00 p.m.**

**1<sup>st</sup> Floor Board Room**

**Becker County Courthouse**

**ATTENDEES:** Larry Knutson, Hank Ludtke, Karen Mulari, Sean Felker, Richard Vareberg, Tom Klyve

**ABSENT:** Abby Anderson

**OTHER ATTENDEES:** Mary Hendrickson, Laura McKnight, Julia Nelmark, Guy Fischer

1. **Call Meeting to Order:** Hank Ludtke called the Regular meeting to order at 3:00 p.m.
2. **Approval of Board Agenda** Motion by Klyve, 2<sup>nd</sup> by Mulari, motion carried.
3. **Approval of October Meeting Minutes:** Motion to approve by Knutson, 2<sup>nd</sup> by Mulari, motion carried.
4. **Consent Items: Check Registers/Paying Bills/Financials:** Motion to approve October Bills and Accept Financials by Klyve, 2<sup>nd</sup> by Mulari - motion carried. Workshop \$916.45, Hwy 34 Group Home \$863.72, Low Income Public Housing \$20,958.49; Willow Property \$2,083.61; Maple Ave. Apts. \$10,976.85 Hidden Hills Group Home \$225.00, West River Townhomes \$8,958.45 and Section 8 Voucher \$20,465.
5. **Housing Update**
  - **Public Housing:**
    - Discussion on Flooring bid for 824 Willow Springs Road (DL); low bid selected, motion to approve Ramsey Flooring bid for \$7,632.66 by Knutson, 2<sup>nd</sup> by Mulari – motion carried.
    - Another court hearing has been scheduled on December 7<sup>th</sup>; tenant has moved out of house.
  - **West River Townhomes:**
    - Discussion on Flooring bid for WRT (343 11<sup>th</sup> Ave. (DL); low bid selected, motion to approve Ramsey Flooring bid for \$7,387.77 by Mulari, 2<sup>nd</sup> by Felker – motion carried.
    - Discussion about flooring placement for all 2<sup>nd</sup> Floor bathrooms at WRT (8 units affected) and potential for additional costs if there is water damage (beyond the low bid) under existing flooring. Motion to approve low bid (Ramsey Flooring) for \$991.63 for **one** bathroom and if there are additional costs associated with replacing the bathroom flooring then bring those costs back to the board to review prior to considering the other 7 bathroom units by Klyve, 2<sup>nd</sup> by Mulari, motion carried.
    - 2 units vacant; Mahube case manager is leaving; discussion about continuum of care hours; staff discussed with the Board about reaching out to MHFA to discuss options related to increasing weekly continuum of care hours at WRT which could include exploring a Phase II at WRT.
  - **MURL Update:**
    - Scramsted has paid up – will monitor payments to better facilitate her not going in arrears on payments.
    - MURL Program discussion: Klyve referenced the large amount of funds (\$712,569.37) within the program that are going unused – why not create our own program that allows us to continue to

buy homes and help people – cut the strings to the MURL program and set up our own revolving loan program. Klyve suggested he could reach out to our legislators, but sought EDA Board approval to do so. Motion to have Klyve talk to legislators about the MURL program by Knutson, 2<sup>nd</sup> by Mulari, motion carried.

- **Hwy 34 & Willow Building** – Housing Interfund Debt Reconciliation with EDA: Per discussion more work needs to be done to determine amount of an HRA POHP loan that was paid off utilizing EDA funds. Funds still need to be paid to EDA from HRA. There is some conflicting information in reviewing related Lindsey information and there is a need to take a closer look at EDA files in particular as it relates to Spring Hill Group Home as some of the funds may have been paid back, but were deposited into a housing general account (as opposed to an EDA designated account).

#### 6. Economic Development

- **ARPA - HOMETOWN Fiber** – Motion to approve \$13,000 contract with HOMETOWN Fiber by Klyve, 2<sup>nd</sup> by Felker, motion carried; contract then signed by EDA President.
- **ARPA - Economic Vitality Videos** – Discussion/concerns about direction; what is the intent; issues are labor force and affordable housing - (Klyve) – marketing effort to address labor shortage, by recruiting more people to our local workforce and what do we do about providing affordable housing in our area. Staff/MMCDC discussed affordable housing options/efforts/opportunities. Staff will engage other stakeholders to discuss ideas/options for this strategy and bring back a proposal to the EDA Board for their input and consideration.
- **ARPA - General Process Discussion:** Staff sought guidance for anticipated outreach to Townships for projects they may be interested in helping to fund with ARPA dollars. This guidance was sought as staff had talked to one Township official who wondered what projects are out there that they could look at contributing to. As project proposals are developed (some internally and underway such as Childcare and others that could involve multiple entities (cities/townships/non-profits/county) how should the County be of service to townships that may want to contribute to a particular project(s)? The County could post projects periodically on its website (underway or new projects being proposed) that need additional ARPA funds and then reach out to Townships to make them aware of the projects/posting. In the event a Township was interested in contributing ARPA funds to a project, Knutson thought that the County could assist townships by administering their ARPA funds. Interested Townships would identify a project(s), the amount of funding they want to contribute and then convey that money to the County for administration of the ARPA funds (due diligence, reporting, auditing, funds disbursement - etc.,). This would also help alleviate the administrative burden on the township.
- **MN City Participation Program (MCP):** Motion to continue with the MN City Participation Program for 2022 by Knutson, 2<sup>nd</sup> by Mulari, motion carried.

**Note:** Becker County 2021 Allocation of \$499,227; Activity: 8 committed loans for a total of \$1,371,319 (275% of allocation usage).

7. **Budget to Actual and Balance Sheet:** Motion to approve by Felker, 2<sup>nd</sup> by Klyve, motion carried.
8. **EDA Board – Open Forum: N/A**
9. **Meeting Adjourned.** Ludtke adjourned meeting at approximately 4:40 p.m.

#### ATTEST:

Respectfully submitted:

/s/ Guy Fischer  
EDA Coordinator

/s/ Hank Ludtke  
EDA Board President