



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

May 19, 2022 (DRAFT)

3:30 p.m.

1st Floor Board Room

Becker County Courthouse

ATTENDEES: Larry Knutson, Hank Ludtke, Karen Mulari, Sean Felker, Richard Vareberg, Abby Anderson, Tom Klyve, Steve Skoog

OTHER ATTENDEES: Mary Hendrickson, Laura McKnight, Pat Oman, Robyn Beck, Angela Lafebvre, Julia Nelmark.

1. **Call Meeting to Order:** Hank Ludtke called the Regular meeting to order at 3:30 p.m.
 - **Request to change the meeting time to 3:30 PM** and to table discussion on item 5, public housing loan agreements on the Hwy 34 and Willow properties.
2. **Approval of Board Agenda as amended** Motion by Klyve, 2nd by Mulari, motion carried.
3. **Approval of April Meeting Minutes:** Motion to approve by Mulari, 2nd by Felker. motion carried.
4. **Consent Items: Check Registers/Paying Bills/Financials:** Motion to approve April Bills and Accept Financials by Anderson, 2nd by Mulari - motion carried. **Workshop \$664.14, Hwy 34 Group Home \$0.00, Low Income Public Housing \$18,205.72; Willow Property \$960.67; Maple Ave. Apts. \$6,258.20; Hidden Hills Group Home \$0.00, West River Townhomes \$20,943.35 and Section 8 Voucher \$19,401.00.**
5. Pat Oman, County Administrator, informed the Board that Becker County staff (Oman and Skoog) had met with MMCDC (McKnight and Nelmark) to review the Becker County/MMCDC service contract.
6. **Housing Update**
 - **Public Housing: Public Hearing** – Report by MMCDC, all units are full, MMCDC staff is completing inspections of all housing properties, they are working on a Capital Needs Assessment and will present that at a future meeting. Motion to accept the Public Housing report by Felker, 2nd by Mulari. Motion carried.
 - MURL- update by MMCDC staff
 - Skarsaad property is in foreclosure. The owner needs to clean up the property and make full payment by May 27th, 2022. There have been no payments to date. Staff will do a inspection on May 27th to review the condition of the property.
 - Theresa (?) is making payments – no issues
 - Dennis Hoff is in the process of refinancing and will be out of the program.
 - Motion to approve the MURL program update, carried
 - Bank Change forms – report by Mary Hendrickson and MMCDC Staff.
 - All HRA accounts are now at Bremer Bank.
 - ? would like all payments to go directly into dedicated accounts. The vouchers payments will be deposited directly into the Voucher account and the public housing payments into the Rental account.
 - Mary Hendrickson is the administrator of all accounts
 - West River Town Home update (MMCDC Staff – McKnight)
 - There has been one eviction for drug use.

- The case worker has been doing well.
- Vouchers
 - There are currently 55 vouchers.
 - 40 people on a waiting list to use vouchers.
 - There are no rental units available.
- Discussion on the need for housing:
 - There is a demand for all types of housing, particularly in Frazee there is a strong demand for one bedroom units. There has not been any new construction due to high construction costs.
 - Current construction costs are approximately \$220,000 per unit to construct an apartment unit
- Motion by Klyve, 2nd by Mularie to accept the Housing report.

7. Economic Development

● ARPA Projects

- Update by Pat Oman, Co. Administrator. He met with the County Board and the proposed projects as for-profit, non-profit, local unit of government projects and Becker County government projects. After discussion the County Board recommended ARPA funding for the following projects:
 - Becker County Fairground improvements
 - The Becker County Food Pantry Building
 - Advised the Board that he had applied for a supporting grant to fund a regional dental care facility to be located in Becker County.
 - He had met with the County Board regarding spending ARPA funds:
 - a. All of the proposed projects were reviewed, the Board did approve the Fairgrounds project and the Food Pantry proposal. The ARPA funds will be first allocated to internal County projects that the County would normally fund.
 - b. The County Board recommended using ARPA funds for projects that offset County levy dollars.
 - He had submitted for Bluecross/Blueshield grant for the amount of _____, Becker County would be the fiscal agent.
 - a. The first phase will cost approximately \$100,000
 - b. Becker County would consider using ARPA funds for the project.
 - c. He urged the project administrators to reach out to other counties in the project area for their support.
 - d. Frazee has indicated that they would donate land for the 11,000 SF facility (Ludke).
 - Broadband discussion (Oman update)
 - a. The Broadband Study bills have been paid.
 - b. Hometown Fiber has been in contact with him, he recommended to them that they should meet with the EDA Board.
- Update on the EDA review (Oman):
 - He reviewed the enabling resolution with Bruce Kimmel from Ehlers.
 - a. The EDA was founded in 1997-98
 - b. The Authority has full authority to do TIF projects across the County and does not need township authorization.
 - c. The County Board can modify the EDA.
 - d. He as reviewed the job description and is considering making it a manager position, which would require the description to be reviewed and possible new band and grade.
- Discussion on the growth opportunities of the EDA (general Board discussion)
 - There is a need for workers and housing.
 - Would like to see more housing and the EDA to do grant administration (Klyve)
 - Parks and Recreation is important to draw people to come the Becker County.

- Currently the EDA was doing grant writing and County Parks & Rec.
 - The EDA could do more research and grant writing for the small cities in the County.
 - The Board would like to see the EDA more active in the future, less time spent on Housing reports.
 - The EDA could/should do business loans.
 - The EDA could start to do small city grants (Oman).
 - the County can do TIF districts in Townships.
 - The County has a diverse economy, which is good, as a result the County has a high credit rating.
 - The EDA has full HRA powers and does have levy authority.
 - the County EDA could start doing CDBG grants- small city development grants (Nelmark). There is a question if Becker County is a certified(?) CDBG County.
- discussion on the tax collection – approximately 70% of the EDA tax levy is collected with the first half tax collection (Hendrickson).

8. Balance Sheet – Budget to Actual reviewed; motion to approve by Mulari, 2nd by Klyve, motion carried.

9. Adjournment (5:00 p.m.)

ATTEST:

Respectfully submitted:

/s/ Steve Skoog

Land Use Director

(Acting EDA Coordinator)

/s/ Hank Ludtke

EDA Board President