



# COUNTY OF BECKER

## *Economic Development Authority*

915 Lake Ave, Detroit Lakes, MN 56502-1617

218-846-7316

website: [www.co.becker.mn.us](http://www.co.becker.mn.us)

### **BECKER COUNTY ECONOMIC DEVELOPMENT AUTHORITY BOARD MEETING - REGULAR MEETING MINUTES**

**March 16, 2023 (Draft minutes)**

**3:30 p.m.**

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

**Becker County Courthouse**

**ATTENDEES:** Hank Ludke, Erica Jepson (via Teams), Sean Felker (via Teams audio), Abby Anderson, Steve Skoog, Mary Hendrickson, Richard Vareberg, Karen Mulari

**OTHER ATTENDEES:** Laura McKnight (MMCDC), Pat Oman (Becker County), Heather Hamlin (MMCDC Real Estate Developer), Robyn Beck (MMCDC)

**ABSENT:** Tom Klyve

- 1) 3:51 call regular meeting to order- Ludke opened regular meeting at 3:51 p.m.
- 2) Approval of regular Board Agenda Approved with change proposed to move Economic Development (#6) before Consent Items. **Motion to approve by Mulari, 2<sup>nd</sup> by Sean. Motion carried.**
- 3) Approval of Regular Minutes from February EDA/HRA Board Meeting- **Motion to approve by Mulari, 2<sup>nd</sup> by Anderson. Motion carried. Motion to approve the Special February 23<sup>rd</sup> Meeting Minutes by Mulari, 2<sup>nd</sup> by Jepson. Motion carried.**
- 4) Consent items-Approval needed: Check registers, paying bills, and financials **Motion to accept by Felker, 2<sup>nd</sup> by Anderson. Motion carried.**
- 5) Housing Updates (MMCDC - Laura)
  - a) MURL Update
  - b) Public Housing
  - c) Housing Choice Voucher Program-55 vouchers available
  - d) Maple Avenue Apartments
  - e) West River Townhomes-Full at this time
  - f) Willow Property-HVAC system (a/c) will need to be partially replaced or repaired.
  - g) Highway 34 home
  - h) Hidden Hills Group Home-some updates needed, but in pretty good shape other than a garage door that needs to be replaced.
  - i) Becker County Workshop-Discussion about building-the Extension Office may be moving soon and what the possibilities are for the building.
- 6) Economic Development
  - a) EDA Monthly Reports (Mary H.)

- i. Budget Sheet
- ii. Balance Sheet

Motion to approve by Mulari, 2<sup>nd</sup> by Felker. Motion carried.

b) Heartland Trail - Bonding Update (Hank)

c) Child Care Foundation Funding update (Steve)-Is complete and funding has been approved by the board.

d) ARPA Updates (Pat)-Highway projects and new software updates. Roughly ½ of funds have been allocated to date for internal projects.

7) EDA Specialist – update to Board (Pat)-Would like to schedule a special EDA meeting to meet the candidate(s). No date set at this time.

8) Organizational document review (Pat)-Recommend everyone read over the documents and hold a meeting at a later time to rewrite the resolutions, by-laws, CEDS, and policies as they are out of date.

- a) Enabling Resolution
- b) Resolution 03-99-3G HRA becomes part of EDA
- c) EDA By-laws (2003)
- d) Policies – available upon request
  - i. Funds Transfer policy
  - ii) Investment policy
  - iii) Check signing policy
  - iv) Business Subsidy policy
  - v) Conflict of Interest policy
  - vi) Loan payment policy

9) CEDS review (Pat)

10) EDA Board-Open Forum

11) Re-appointed members were sworn in-Anderson, Mulari, Ludke, Hendrickson, Vareberg. Jepson and Felker attended via Teams and were not officially sworn in-will be at a later date.

11) Adjournment at 5:05 p.m.

**ATTEST:**

Respectfully submitted:  
/s/ Steve Skoog  
Land Use Director  
(Acting EDA Coordinator)

/s/ Hank Ludtke  
EDA Board President