



# 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**

**April 20, 2023 (Draft minutes)**

**3:30 p.m.**

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

**Becker County Courthouse**

**ATTENDEES:** Tom Kylve, Sean Felker, Richard Vareberg, Hank Ludke, Karen Mulari (Via Teams Audio)

**OTHER ATTENDEES:** Steve Skoog, Mary Hendrickson, Pat Oman, Laura McKnight (Via Teams Audio)

**ABSENT:** Abby Anderson, Erika Jepson

- 1) Call regular meeting to order- Ludke opened regular meeting at 3:31 p.m.
- 2) Approval of regular Board Agenda- Approved with change proposed to add RAC to the end of agenda. **Motion to approve by Klyve, 2<sup>nd</sup> by Felker. Motion carried.**
- 3) Approval of Regular Minutes from March EDA/HRA Board Meeting- **Motion to approve by Mulari, 2<sup>nd</sup> by Vareberg. Motion carried.**
- 4) Board Member Oath of Office-Felker and Klyve sworn in. Jepson will need to be sworn in in May.
- 5) Economic Development
  - a) EDA Monthly Reports (Mary H.)
    - i. Budget Sheet
    - ii. Balance Sheet-Incorrect items noted, March report shows an April 1<sup>st</sup> balance and the 1.25% listed on the March investment report for First Security Bank should actually be 4%. **Motion to accept the monthly reports by Mulari, 2<sup>nd</sup> by Felker. Motion carried.**
- 6) Consent items-Approval needed: Check registers, paying bills, and financials **Motion to accept by Mulari, 2<sup>nd</sup> by Felker. Motion carried.**
- 7) Housing Updates (MMCDC - Laura)
  - a) MURL Update-Waiting on bids to move the Frazee home. Hwy 34 house has been sold and new owners have begun working on the property.
  - b) Public Housing:
    - i) Bids for approval-Approve roofing bid of \$29,002 (Corrected per Laura McKnight from \$29,200) for Swenson. **Motion by Klyve, 2<sup>nd</sup> by Mulari.** Approval of kitchen cabinets for 5009 5<sup>th</sup> St. Lake

Park for \$14,572.00 from Cogger Construction. **Motion by Klyve, 2<sup>nd</sup> by Felker. Motion carried.**  
Approval of garage header replacement for \$2,740.00 by Coggers. MMCDC to supply the second estimate for the packet. **Motion by Vareberg, 2<sup>nd</sup> by Felker. Motion carried.**

ii) Insurance claim for PH #21-Tenant violated the lease, MMCDC did a termination of lease instead of an eviction. Tenant is currently in jail, MMCDC gave her until April 28<sup>th</sup> to collect her belongings out of the garage. After move out, damages were noted and repairs will be needed before re-renting the unit. An insurance claim was made and insurance paid \$3600 but repairs exceed the settlement amount. Work has begun for repairs.

iii) Termination of lease-discussed in combination with ii.

- c) MMCDC Housing Update
- d) MN City Participation Program Participant (MCPPI)-Included in packet
  - a. March Usage Report
  - b. 2023 MCPPI Background and Summary Information
  - c. 2023 MCPPI social media
  - d. 2023 MCPPI marketing template
  - e. 2023 MCPPI press release.

## 8) **Economic Development**

a) Special Revenue Projects Updates (Pat)-Formally known as ARPA funds. Applications need to be reviewed to accommodate new statutes. Ludke mentioned anytime a new fire truck or fire fighter is funded it benefits the County positively (in his opinion). It creates mutual aid between the municipalities.

b) Organizational document review (Pat)-New Economic Development Specialist has been hired and he will begin the position May 7<sup>th</sup>.

c) Enabling Resolution Review (Pat)-Homework for members. Read over, now is the time to make changes as it is antiquated. More discussion at May meeting.

d) Community Connect Grant – USDA Broadband Grant discussion-Will gather more information and bring to May meeting.

9) RAC Committee-some discussion regarding stand alone committee or be under the EDA. Consider meeting quarterly. More discussion at May meeting.

10) EDA Board-Open Forum

11) Adjournment at 4:27 p.m.

**ATTEST:**

Respectfully submitted:

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

/s/ Hank Ludtke  
EDA Board President