

# Minutes

Regular Meeting  
Thursday, October 14, 2004  
4:30 p.m.  
Becker County Commissioner Board Room  
Detroit Lakes, MN

Meeting called by:	Robert "Bob" Bristlin
Type of meeting:	Regular Meeting
Attendees:	Bob Bristlin, Harry Salminen, Mike Metelak, Gerald Schram, Terry Johnson, Paul Joyce, Dan Aune Staff present: Jon Thomsen, Stan Thurlow, Lana Fralich, Shawn Olson Others present: Fred Rusch (Sears Retail Store, Detroit Lakes), Janet Green (Emmanuel Nursing Home, Detroit Lakes)
Board Members Absent:	None

## Agenda topics

- 1) **Call Regular Meeting to order:** B Bristlin called the meeting to order at 4:30 p.m.
- 2) **Approval of Regular Meeting Agenda:** **Motion** and second to approve the Agenda with the following additions: Fred Rusch Project and Frazee Industrial Park Assessment under Topic 5, CRV and MURL Grant Agreements under Topic 6 (Joyce, Johnson), carried.
- 3) **Approval of Minutes from September Regular Meeting and September 24 Special Meeting:** **Motion** and second to approve both of the Meeting Minutes as presented (Aune, Joyce), carried.
- 4) **Financial Report:**
  - a) **Monthly Report:** Staff presented the financial report. **Motion** and second to accept the Financial Report as presented (Johnson, Schram), carried.
- 5) **Economic Development:**
  - a) **Fred Rusch Project:** The Board listened as F Rusch presented information on a regulation that will prohibit disposing of electronic equipment in landfills. F Rusch requested financial assistance from the EDA to help pay for the costs involved in a Feasibility Study. Discussion followed on F Rusch's proposed Feasibility Study. The Board requested more information from F Rusch. S Thurlow and L Fralich were directed to present additional information at the next Board Meeting.
  - b) **Emmanuel Nursing Home Tax Abatement Request:** The Board listened as J Green presented information on the \$110,000 5-year tax abatement that has been requested by the Ecumen dba Emmanuel Nursing Home for a 38 unit senior housing project. The City of Detroit Lakes EDA supports the abatement and will be presenting the request to the Detroit Lakes City Council for consideration. Discussion followed. **Motion** and second to recommend the County Board enter into the 5-year Tax Abatement Agreement as requested by the Ecumen (Metelak, Salminen), carried.
  - c) **Stan Thurlow Update Report:** The Board listened as S Thurlow presented details of the proposed Special Assessment for the Frazee Road Improvements. The total amount proposed to be assessed is \$17,950, of which \$3,469 will be assessed against the EDA lots. S Thurlow noted that Larson-Peterson/Ulteig Engineers submitted a proposal to prepare a Land Use Recommendation for

the Frazee Industrial Park; no action was taken. The Board expressed interest in obtaining a proposal from Frazee if they are interested in purchasing the land. S Thurlow will attend the upcoming meeting in Frazee and report back. The Board listened as S Thurlow presented information regarding lot sales in the Detroit Lakes Industrial Park and the status of the Swift Plant Project.

**d) Lana Fralich Update Report:** The Board listened to L Fralich's report on website development and the BREI training. In preparation for the next meeting, L Fralich handed out a "goal and strategy setting" form for each Board Member to review, complete and return.

**6) Housing:**

**a) Housing Update Report:** J Thomsen directed the Board to the written report on the Housing activities.

**b) Maple Avenue Apartments:** J Thomsen briefed the Board on the financial status of the Maple Avenue Apartments. The Board requested that additional information be presented at the next Board Meeting, to include a recap of the project, information on refinancing and the TIF agreement.

**c) Contract with Ottertail-Wadena CAC:** The Contract for Services Agreement between the Becker County EDA and Ottertail-Wadena Community Action Council, Inc was reviewed. The contract is for the purpose of building affordable housing. **Motion** and second to enter into the contract (Joyce, Aune), carried.

**d) Frazee Red Willow Heights Development:** L Fralich noted that AAA Construction was the successful bidder on the Red Willow Heights project. **Motion** and second to adopt EDA Resolution 10-13-2004a, awarding the contract to AAA Construction in the amount of \$113,500 (Johnson, Salminen), carried.

**e) CRV Loan/Grant Agreement:** The Fund Availability, Disbursement and Loan/Grant Agreement was presented in which \$33,800 in grant funds and \$220,000 in 2% construction loan funds would be used to construct new homes using inmate labor. **Motion** and second to enter into the CRV Loan/Grant agreement (Metelak, Salminen), carried.

**f) MURL Grant Funding Agreement:** The Grant Funding Agreement was presented in which \$400,000 in grant funds would be used to purchase/rehab 3 homes to sell to first time homebuyers, 1 each in Becker County, Mahnomen County and on the White Earth Reservation. **Motion** and second to enter into the MURL Grant Funding Agreement (Joyce, Johnson), carried.

**7) Open Forum:** No comments were made.

**8) Old/New Business:** There being no further business to be brought before the Board,

**9) Adjourn:** **Motion** and second to adjourn the meeting at 6:00 (Johnson, Aune), carried.

ATTEST:

Respectfully submitted:

/s/

Jon Thomsen

/s/

Robert Bristlin

Housing Director

EDA Board President