

Minutes

Regular Meeting
Thursday, April 13, 2006
3:30 p.m.
Lake Melissa Room, Human Services Building
Detroit Lakes, MN

Meeting called by:	Mike Metelak
Type of meeting:	Regular Meeting
Attendees:	Harry Salminen, Karen Mulari, Mike Metelak, Terry Johnson, Gerald Schram, Paul Joyce, Dan Aune Staff present: Jon Thomsen, Guy Fischer, Shawn Olson Other Attendees: Kelcey Klemm (Frazee City Administrator) and Hank Luedtke (Frazee City Council)
Board Members Absent:	None

Agenda topics

- 1) **Call Regular Meeting to order:** M Metelak called the meeting to order at 3:30 p.m.
- 2) **Approval of Regular Meeting Agenda:** **Motion** and second to approve the Agenda without any changes (K Mulari, H Salminen), carried.
- 3) **Approval of Minutes from March 2006 Regular Meeting:** **Motion** and second to approve the Minutes of the March 9, 2006 Regular Meeting (P Joyce, G Schram), carried.
- 4) **Monthly Financial Report:** Staff presented the monthly financial report. Discussion followed on Becker County Workshop Lease negotiation. **Motion** and second of accept the financial report (T Johnson, D Aune), carried.
- 5) **Economic Development:**
 - a) K Klemm (City of Frazee) addressed the Board on the activities of the Swift Task Force. ~~The EDA Board listened to~~ an update report *was given* on pending grant applications with DEED and MPCA and status of demolition quotes from contractors. Discussion followed on asbestos removal and potential land contamination issues. It was noted that the Task Force meets again on April 26th. K Klemm also requested that the EDA consider applying for funding to purchase and demo blighted properties in Frazee and build new homes on those lots.
 - b) G Fischer provided an update report on his activities with Environmental Control Systems (new business start-up in the Lake Park area), Sunnyside Nursing Home (RFP delay, land title review), and status of the wind turbine project (C. Ballard). Discussion followed on the EDA's membership in the Minnesota Community Capital Fund (MCCF). **Motion** and second to withdraw the EDA funds from the Minnesota Community Capital Funds (T. Johnson, D Aune), carried. G Fischer reported that the County's application to receive grant funding from the Office of Environmental Assistance (a division of the MN Pollution Control Agency) was not funded in their current grant cycle. The intent of the grant was to help fund a sustainability initiative to educate County residents about sustainability and to develop sustainability indicators and targets for the County. G Fischer shared some examples of draft indicators for water quality and forestry. Discussion followed. G Fischer reported on a meeting he attended at the Vo-Tech as part of a discussion to build local capacity for renewable energy jobs. G Fischer reported that he was asked to participate by the City of Detroit Lakes in discussions aimed at bringing the Ed Schultz radio show to

Detroit Lakes and having the MN Department of Agriculture consider updating the Cost of Public Services Study that was previously conducted for Becker County.

- 6) Housing:** ~~The Board listened to~~ J Thomsen's *gave an* update report on the Public Housing and the Rental Assistance Programs. J Thomsen reported that the new construction homes are listed on MLS with Action Realty. It was noted that potential homebuyers have been looking at the new construction homes and purchase agreements are in place on two of the homes. Once these two homes are sold, the EDA's inter-agency loan can be repaid. J Thomsen noted that he is keeping the Inmate Crews busy and he will continue to look for housing construction projects for them. If the Permanent Supportive Housing project funding is obtained this fall, the Inmate Crews may be involved in building those units.
- 7) Policy – Admissions Policy for Public Housing & the Voucher Program:** Staff reported on the current policy and requested that the Admissions Policy be revised and a residency preference be added for the waiting list placeholders. Discussion followed. G Schram noted that the Housing Committee has reviewed the new admissions policy and recommends that the EDA Board incorporate a residency preference for the Public Housing and Rental Assistance Programs. **Motion** and second to approve an insignificant change in the Admissions Policy for the Public Housing (Section 10.1) and the Voucher Program (Section 5.1) that would allow applicants who are current residents and have lived in Becker County for a minimum of 6 months and non-resident applicants that are currently employed in Becker County to receive preference over other waiting list placeholders (H Salminen, G Schram).
- 8) Policy – Professional & Technical Service Contracts:** J Thomsen outlined the EDA's procurement procedures; The Board listened to how those procedures differ from the standard procedures used when obtaining professional services. It was noted that Becker County utilizes similar practices and procedures. Discussion followed.
- 9) EDA Board – Open Forum:** G Schram noted that the Frazee Forum had an article on the commercial building under construction in the EDA's Frazee Industrial Park. It was noted that H Luedtke (Frazee City Council) worked on the Scenic River legislation. The Board listened as H Luedtke detailed efforts that would result in the Otter Tail River being recognized as a designated waterway. T Johnson spoke about the businesses located along Highway 10 in Audubon that have been hard hit by property tax increases. It was noted that the Highway 10 and Highway 59 corridors have been re-evaluated and the appraisals of those properties have increased. There being no further business brought before the Board,
- 10) Adjourn: Motion** and second to adjourn the meeting at 4:57 p.m. (P Joyce, G Schram), carried.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen
Housing Director

/s/ Mike Metelak
EDA Board President