

# Minutes

Regular Meeting  
Thursday, August 13, 2009  
3:30 p.m.  
Lake Melissa Room, Human Services Building  
Detroit Lakes, MN

Meeting called by:	Dan Aune
Type of meeting:	Regular Meeting
Attendees:	Harry Salminen, Dan Aune, Terry Johnson, Michael Brown, Paul Joyce Staff present: Jon Thomsen, Guy Fischer, Carissa Markuson, Shawn Olson
Board Members Absent:	John Bellefeuille, One Vacancy on Board

## Agenda topics

- 1) **Call Regular Meeting to order:** D Aune called the meeting to order at 3:30 pm.
- 2) **Approval of Regular Meeting Agenda:** **Motion** and second to approve the Agenda as presented (T Johnson, P Joyce), carried.
- 3) **Approval of Minutes from July 9, 2009 Regular Meeting:** **Motion** and second to approve the Minutes of the July 9, 2009 meeting (P Joyce, M Brown), carried.
- 4) **Financial:**
  - a) **Monthly Financial Report:** The written report was presented by S Olson; the dates on the listing of bills paid should read "July 1 to July 31, 2009". It was noted that the Rental Assistance program received an additional \$38,958 from HUD. **Motion** and second to accept the monthly financial report as presented (P Joyce, T Johnson), carried.
  - b) **Year End Financial Report for Housing Programs:** S Olson offered the written report for consideration and briefed the Board on the demographics of the program participants. Discussion followed. **Motion** and second to accept the year end report (T Johnson, H Salminen), carried.
- 5) **Board Resoution:**
  - a) **HRA Levy #08-13-09-1:** J Thomsen distributed an updated departmental budget report. Discussion followed on the changes. It was noted that personnel costs account for 85% of the county budget; the EDA departmental budget will be presented to the County Commissioners on Tuesday, August 18<sup>th</sup> at 9 am. Discussion followed. **Motion** and second to accept the departmental budget as presented and adopt resolution EDA #08-13-09-01 (T Johnson, H Salminen), carried.
  - b) **SEMAP #08-13-09-2:** The 2009 Section 8 Management Assessment (SEMAP) Certification was presented by C Markuson. Discussion followed. **Motion** and second to approve the certification and adopt Resolution EDA #08-13-09-2 (H Salminen, P Joyce), carried.
  - c) **MASS #08-13-09-3:** The 2009 Management Assessment (MASS) was presented by C Markuson. Discussion followed. **Motion** and second to approve the certification and adopt Resolution EDA #08-13-09-3 (H Salminen, P Joyce), carried.
  - d) **Agency Plan #08-13-09-4:** The proposed amendments to the Agency Plan were presented by C Markuson. It was noted that the Public Hearing was just held and that there were not any

comments received prior to or during the Public Hearing. Discussion followed. **Motion** and second to approve and authorize the changes and adopt Resolution EDA #08-13-09-4 (H Salminen, M Brown), carried.

- 6) Monthly Economic Development Report:** G Fischer updated the Board on area activities, including those taking place in Frazee and Audubon, Growing BioBusiness, the Heartland Trail and the County Recreational Plan. Discussion followed. **Motion** and second to accept the Economic Development Report (T Johnson, H Salminen), carried.
  
- 7) Monthly Housing Report:** J Thomsen referred the Board to his written report and updated the Board on the pending SCDP grant applications for the cities of Waubun, Mahnomen and Callaway. It was noted that the MURL home was sold to a Public Housing family. Discussion followed. **Motion** and second to authorize signing the Satisfaction of Lien and offering the Deferred Loan to the buyer (T Johnson, P Joyce), carried. **Motion** and second to accept the Housing Director's report (P Joyce, T Johnson), carried.
  
- 8) EDA Board – Open Forum:** Discussion followed on the vacant position on the EDA Board and the vacant position on the EDA's Housing Committee. There being no further business to be brought before the Board,
  
- 9) Adjourn:** **Motion** and second to adjourn the meeting at 4:32 p.m. (T Johnson, M Brown), carried.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen  
Housing Director

/s/ Dan Aune  
EDA Board President