

Minutes

Regular Meeting
Thursday, December 10, 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, John Bellefeuille, Dan Aune, Terry Johnson, Paul Joyce, Michael Brown Staff present: Jon Thomsen, Shawn Olson
Board Members Absent:	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:** Addition to Item #4: Bad Debt Write-off; Addition to Item #5: Contract for Services. **Motion** and second to approve the amended Agenda as presented (H Salminen, P Joyce), carried.
- 3) **Approval of Minutes from November 12, 2009 Regular Meeting:** **Motion** and second to approve the Minutes of the November 12, 2009 meeting (P Joyce, M Brown), carried.
- 4) **Monthly Financial Report:**
 - a) The written report was presented by S Olson. **Motion** and second to accept the monthly financial report as presented (H Salminen, T Johnson), carried.
 - b) The list of debts determined to be uncollectible was presented. The Housing Committee met and recommended that the EDA Board write-off the debts of vacated tenants at West River Townhomes and Maple Avenue Apartments as proposed by staff. Discussion followed. **Motion** and second to write-off the bad debts as recommended by the Housing Committee (H Salminen, M Brown), carried.
- 5) **Monthly Housing Report:**
 - a) J Thomsen reported on the various housing programs; it is anticipated that the public housing units will be 100% occupied by January. Discussion followed on the Highway 34 Group Home. **Motion** and second to accept the report (T Johnson, H Salminen), carried.
 - b) Due to a medical leave of absence, J Thomsen recommended that the EDA Board of Directors enter into a contract for services for the completion the SCDP application on behalf of Mahnomen, Waubun and Callaway. Discussion followed. **Motion** and second to offer Cornerstone Development a Contract for Services to complete the Mahnomen, Waubun and Callaway SCDP grant application for a preparation fee not to exceed \$3,000 (H Salminen, T Johnson), carried.
- 6) **EDA Direction:** The role of the EDA Board of Directors includes providing the Housing and Economic Development Coordinator with direction. No action taken.
- 7) **Monthly Economic Development Report:** The written report was distributed. No action taken.

8) EDA Board – Open Forum: T Johnson was recognized and thanked for his years of service to the Becker County EDA. There being no further business to be brought before the Board,

9) Adjourn: Motion and second to adjourn the meeting at 4:04 p.m. (T Johnson, M Brown), carried.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen
Housing Director

/s/ Dan Aune
EDA Board President