

# Minutes

Regular Meeting  
Thursday, August 11, 2011  
3:00 p.m.  
Lake Melissa Room, Human Services Building  
Detroit Lakes, MN

**Meeting called by:** Dan Aune  
**Type of meeting:** Regular Meeting  
**Attendees:** John Okeson, Gerald Schram, Dan Aune, Heath Peterson, Chuck Jost, Mike Maloney, Paul Joyce; Staff present: Jon Thomsen, G Fischer, S Olson; Others Present: Tom Mortenson, County Administrator  
**Board Members Absent:** None

## Agenda topics

- 1) **Call Regular Meeting to order:** President Aune called the meeting to order at 3:00 p.m.
- 2) **Approval of the Regular Meeting Agenda:** **Motion** and second to approve the Agenda (P Joyce, G Schram), carried.
- 3) **Approval of Minutes from July 14, 2011 Regular Meeting:** **Motion** and second to approve the minutes from the July 14, 2011 regular meeting (J Okeson, M Maloney), carried.
- 4) **Monthly Financial Report & Capital Fund Award:** Staff presented the monthly financial report. **Motion** and second to accept the monthly financial report (M Maloney, P Joyce), carried. Staff presented the LIPH Capital Fund award. **Motion** and second to execute HUD-52840-A, accepting \$37,051 in Public Housing Capital Funding for 2011; approve Annual Statements Parts I and II for 2011; and authorize Jon Thomsen to submit all required documents to HUD retroactive to August 1, 2011 (G Schram, M Maloney), carried.
- 5) **Monthly Housing Update Report:** J Thomsen outlined the activities of the Housing Staff, including updates on the various programs. Discussion followed on the Willow Property. The City of Wadena has contracted with the EDA to conduct environmental and housing quality standard inspections for their tornado grant; \$2,500 - \$4,000 in administrative fees will be earned in 2011. At the request of the County, Jon Thomsen is helping with tax forfeited properties. **Motion** and second to approve the housing update report (P Joyce, G Schram), carried.
- 6) **Monthly Economic Development Update Report:** G Fischer updated the Board on his activities related to the PACE Pilot Proposal; he spoke about his meeting with Matt Bauer representing Midwest Manufacturing, a division of Menards, and his work with the County Parks and Recreation Dept. Discussion followed. **Motion** and second to approve the update report (P Joyce, J Okeson), carried.
- 7) **2011 HRA/EDA Levy:** J Thomsen presented several options for consideration and sought direction from the Board on their intentions. T Mortenson spoke about the County's desire to make the most effective way to use staff time and encouraged the Board to look for economic development opportunities. Discussion followed on holding a Special Meeting and inviting the Auditor/Treasurer Ryan Tangen. The general consensus was to pursue further discussions with Midwest Manufacturing and report back at the Special Meeting. Agenda topics for the Special Meeting are Midwest Manufacturing and the 2012 Levy. **Motion** and second to table discussion of the Levy until the Special Meeting scheduled for Wednesday, August 24<sup>th</sup> at 3:00 pm (P Joyce, G Schram), carried.
- 8) **EDA Board – Open Forum:** There being no further business brought before Board,
- 9) **Adjourn:** **Motion** and second to adjourn the meeting at 4:20 pm (M Maloney, J Okeson), carried.

ATTEST:

Respectfully submitted:  
/s/ \_\_\_\_\_ Jon Thomsen  
Housing Director

/s/ \_\_\_\_\_ Dan Aune  
EDA Board President