

EDA Meeting Minutes



Regular Meeting
Thurs. June 16, 2016
3:00 p.m.
1st Flr., Bd. Rm.
Detroit Lakes, MN

Meeting called by:	Barry Nelson
Type of meeting:	Regular Meeting
Attendees:	Larry Knutson, Abby Anderson, Chris Sherman, Chuck Jost, Hank Ludtke
Board members absent:	Paul Joyce
Other Attendees:	Laura McKnight, Mary Hendrickson, Natalie Bly, Guy Fischer

Agenda Topics

1. **Call Meeting to order:** Barry Nelson called the meeting to order at 3:00 p.m.
2. **Approval of Agenda:** Removed DW Jones project discussion, added under Housing Wells Fargo Depository Pledge Agreement, MCIT Insurance, and MURL contract Cancellation due to non payment. Bills/Payables to agenda; motion to approve agenda/changes by Knutson, 2nd by Jost – motion carried.
3. **Approval of Meeting Minutes (5/5/2016):** motion to approve by Jost, 2nd by Knutson- motion carried.
4. **Housing:**
 - a. **Wells Fargo Depository Pledge** – motion to amend collateral agreement as recommended by State Auditor. motion to approve by Sherman, 2nd by Anderson- motion carried. Applicable EDA board signatures applied to new document and will be provided back to Wells Fargo for their signature.
 - b. **MCIT Insurance:** confirmation that EDA owned housing that is not leased or rented can be covered under MCIT's liability coverage (relative to Insurance taken out for 5023 5th St.). EDA still interested in maintaining existing insurance coverage over concerns about potential property damage.
 - c. **MURL - cancellation of contract (526 6th St., Audubon);** no contact despite repeated attempts, no payments being made, no taxes being paid – attorney's working on cancellation (60 day process); motion to continue cancellation of contract for 526 6th St., Audubon for Patti Sweeney. (Knutson, 2nd Ludtke, motion carried.
 - d. **MURL – Home Rehab bids (420 Hawk St., Lake Park);** review of two bids – lower bid recommended (Barthel Construction); EDA board concurred.
 - e. **Approval/Paying Bills: Bills/Payables** – discussion of various bills; motion to approve and ratify payment for MURL home for \$8,543.00 to Bentley Construction for additional costs to 2058 2nd St., Lake Park for needed roof repair, (Sherman, 2nd Anderson, motion carries). From Check Register/Invoices Presented: Audit (\$13,705), Workshop \$369.39, Hwy 34 Group Home \$0.00, Low Income Public Housing \$3,779.89, Willow Property \$894.98, Maple Ave. Apts. \$5,809.95, Hidden Hills Group Home \$40.00, West River Townhomes \$4,966.09, and Section 8 Voucher \$17,191.66. Motion to approve bills, financial statements and reports (Knutson, Sherman 2nd) motion carried.
5. **Economic Development Update:**
 - **Gary's Furniture:** Pre-demolition site work completed on 6/1; anticipate report next week. Frazee discussions with adjacent buildings (discussions on possible procurement for demolition for laundromat and Fury building). Staff contacting DEED regarding their RFP for loans/grants for demolition and or for redevelopment (Aug. 1st deadline).

- **Wind Turbine Projects:** USDA's Rural Utility Services Division potential source of funding for community wind and solar projects for Red Lake Falls, Audubon and Frazee. Red Lake Falls project will be packaged first if this is successful Audubon and Frazee to follow. Potential construction for these projects 2017. LLC is formed for the project with the City as sponsor. After 5 years and tax credits run out the City could assume a greater role in the project and potentially receive more funding. Pro-forma for both Audubon and Frazee will be revamped and negotiations with applicable utility still needs to occur to determine power purchase agreement.
- **Workforce Planning:** 3 working groups formed (BUILD, Educate/Cultivate and Attract) plan to meet on June 24th to discuss where their respective working groups are at. EDA staff working in BUILD working group which is focused on workforce/affordable housing, child care and transportation. A survey has been sent out to Essentia (completed), Ecumen (completed), Lake Shirts (in process) and BTD (in process) to determine the needs of employees in relation to the 3 issues areas of the BUILD committee.
- **Becker County Energize:** staff is on the Healthy choices committee and also serves on the resource committee which is tasked with taking ideas and if chosen/fitting the criteria, determine resource needs required to implement them.
- **Dunton Locks Projects:** 3 projects going before the County Bd.: 1) Trail repair/re-paving project (Dunton Locks Trail segment by bowling alley), 2) Replace old dock with new fishing pier, and 3) Flag Pole Replacement.
- **Shell Lake Block:** Scheduling RAC meeting in mid-July – National Park Service staff to come up and will visit SLB area and have discussion with the RAC on the results that came out of the initial public meeting and discuss next steps.
- **Heartland Trail:** No movement yet by the legislature/governor on bonding bill. DNR in midst of conducting outreach to identified property owners to request construction/permanent easements for trail development along the Frazee to DL trail segment.
- **Detroit Mountain and Mt. View:** a grant application to the Greater MN Regional Parks and Trails Commission for making trail and facility improvements for Detroit Mountain Recreation Area and Mt. View is due on Sept. 2nd and would be submitted by Detroit Lakes. Last years grant application was denied. GMRPTC staff came to discuss the reasons for denial of the project with representatives from Detroit Lakes, the County and DMRA. At the meeting, GMRPTC staff emphasized the need for an agreement (Joint Powers or Cooperative Agreement), the importance of phasing project elements (no restrictions on how much money is asked for, but anticipate a multi-year, multi-phased effort), and the need for a master plan of which GMRPTC has an online format that can be utilized for plan development. At the EDA meeting, staff mentioned talking with counterpart in DL more than a month ago to revisit agreement discussion and at that time wondered if County should develop a draft of the agreement and then share it with the City for their review and comment. Staff mentioned two potential agreement ideas one a cooperative agreement between the County and the City and the other a Maintenance Services Agreement with DMRA, but asked Commissioners what process/Committee they wanted to follow for discussing this issue. Commissioners requested draft agreements that staff had referenced if available to review and Commissioner Nelson mentioned importance of County Bd. support and noted that the issue could be discussed at next Bd. meeting to see what the Bd. wanted to do.
- **Crime Victim Prosecutorial Services Grant:** Staff worked on a grant with the Co. Attorney's Office which requested approx. \$25,000 for a part time staff position to help coordinate and centralize crime victim services.

6. **Open Forum: N/A**

7. **Adjourn:** Barry Nelson adjourned the meeting at approximately 4:40 p.m.

ATTEST:

Respectfully submitted:

/s/ Guy Fischer
EDA Coordinator

/s/ Barry Nelson
EDA Board President