

EDA Meeting Minutes



**Regular Meeting
Thurs, July 16, 2020
3:00 p.m.
Mtg. Rm., 3rd Flr.**

Meeting called by:	Hank Ludtke
Type of meeting:	Regular Meeting
Attendees:	Larry Knutson, Hank Ludtke, Karen Mulari, Barry Nelson, Sean Felker, Abby Anderson
Board members absent:	
Other Attendees:	Robyn Beck, Laura McKnight, Guy Fischer, Mary Hendrickson, Mike Brethorst

Agenda Topics

1. **Call Meeting to Order:** Hank Ludtke called the Regular meeting to order at 3:00 p.m.
2. **Approval of Board Agenda:** Motion to approve agenda by _____ 2nd by _____, motion carried.
3. **Approval of June Meeting Minutes:** Motion to approve by _____, 2nd by _____ Ludtke, motion carried.
4. **Balance Sheets/Paying of Bills:** Motion to approve Balance Sheet/Financials, by Mulari, 2nd by Knutson, motion carried.
 - **From Check Register/Invoices Presented:** Workshop \$427.96, Hwy 34 Group Home \$0.00, Low Income Public Housing \$5,457.42; Willow Property \$806.59, Maple Ave. Apts. \$4,166.29, Hidden Hills Group Home \$0.00, West River Townhomes \$, and Section 8 Voucher \$22,787.00
5. **Housing/Economic Development Update**
 - **Furnace Bids (Highland Dr.):** EDA Board members sought clarification of system type and whether it might make sense to change out propane with natural gas, but would require some hookup charges.
 - **Vacancy at Riverside House:** Should be filled within the coming month.
 - **IRS penalty payment (2014);** in 2016 letter was sent requesting waiving penalty fees; recent letter received from IRS seeking penalty payment per non reporting; EDA seeks clarification of the penalty – directs staff to write letter to IRS seeking clarification of penalty prior to making payment.
 - **Fraze Industrial:** staff informed City of Frazee of interested commercial venture (storage) at Frazee Industrial site. City had no issues with this, but was interested in the housing potential of 5.7 acres owned by the EDA abutting Red Willow Heights (per new Frazee Zoning plan). Staff was asked to demarcate suggested sale area and acreage as well retaining enough space between the proposed/preliminary parcel and the wetland area (NW corner) for the purposes of future utility easement access in the event that housing continued to be developed west of the Frazee industrial.

- **CARES ACT:** the Co. Administrator discussed the legislative allocation coming to the County and where the County was at in the process of proposing where the funds will go. The County is anticipates getting \$4.2 million, the Cities approximately \$900,000 and the Townships \$550,000. The County Board has approved developing a business relief program that will provide grants of up to \$10,000 for eligible businesses that have 25 employees or less. SBDC is providing assistance. Looking to roll out the grant program by the middle of August or by Sept. 1st. Its anticipated that some funds going to the townships will not be used and so there are some conversations with them about potential uses of the allocation and the opportunity to give the funds back to the county where they could further be used to support local businesses via the Covid-19 relief program being developed.
6. **Balance Sheet – Budget to Actual;** motion to accept by Knutson, 2nd by Anderson, motion carried.
7. **EDA Board – Open Forum:**
- **Housing: Frazee (Red Willow);** Ludtke mentioned possible townhome development was turned down by the city which prefers single family and twin home development for the lots that remain at Red Willow. Kite property limbo for re-development. Ware property for sale was in the process of being purchased (10 acre site east of OT river), but buyer became ill. Was looking at senior housing (55 and older; twin homes).
 - **Housing: CARES Act:** \$100M to be made available in assistance for people struggling with housing issues brought on by Covid-19. Mahube will be applying to administer this program in our area.
8. **Meeting Adjourned.** Ludtke adjourned meeting at approximately 4:00 p.m.

ATTEST:

Respectfully submitted:

/s/ Guy Fischer
EDA Coordinator

/s/ Hank Ludtke
EDA Board President