

Minutes

Regular Meeting
Thursday, July 10, 2008
3:30 p.m.
Lake Melissa Room, Human Services Building
Detroit Lakes, MN

Meeting called by: Gerald Schram
Type of meeting: Regular Meeting
Attendees: Karen Mulari, Harry Salminen, Gerald Schram, Paul Joyce, Dan Aune, Mike Metelak, Terry Johnson
Staff present: J Thomsen, G Fischer, Shawn Olson
Others Present: Hank Ludtke & Jon Smith (City of Frazee)
Board Members Absent: None

Agenda topics

- 1) **Call Regular Meeting to order:** G Schram called the regular meeting to order at 3:30 pm.
- 2) **Approval of Regular Meeting Agenda:** **Motion** and second to approve the Agenda (M Metelak, P Joyce), carried.
- 3) **Approval of Minutes from the June 12, 2008 Regular Meeting:** **Motion** and second to approve the Minutes of the June 12th Regular Meeting (D Aune, P Joyce), carried.
- 4) **Monthly Financial:** Staff presented the monthly Financial Report. **Motion** and second to accept the report as presented (H Salminen, M Metelak), carried.
- 5) **Monthly Economic Development:** Hank Ludtke spoke about the various activities ongoing in Frazee. G Fischer reported on the web portal being developed by Aaron Brossoit, the Parks & Recreation trail plan and the University of Minnesota carbon neutral pilot initiative. Discussion followed. G Fischer provided an update report on the EDA's West River Townhome project and the various business inquiries he has received. **Motion** and second to accept the update report (H Salminen, M Metelak), carried.
- 6) **2009 Departmental Budget and the 2009 HRA Levy:** J Thomsen provided an overview of past and present departmental administrative revenues and expenditures. A spreadsheet detailing the actual Levy, revenue and expenditures, along with the 2009 and 2010 proposed Levy, revenue and expenditures was offered for consideration. Discussion followed. **Motion** and second to accept the 2009/2010 Budget/Levy proposals as presented (M Metelak, T Johnson), carried.
- 7) **Monthly Housing Update Report:** J Thomsen reported on the Homeownership Program, one of the four homes available for sale has a purchase offer in place and an interested party is considering purchasing another home. Discussion followed on the realtor contract that expired July 1st. **Motion** and second to stay with the same realtor at the same commission rate (H Salminen, M Metelak), carried. An update report was provided on the grant administration for the Cities of Frazee and Wadena. J Thomsen asked MHFA to forgive the interest expense on the outstanding interim construction loan; MHFA has not yet responded. **Motion** and second to accept the update report (T Johnson, P Joyce), carried.
- 8) **EDA Board – Open Forum:** Discussion followed on the museum. K Mulari passed on a compliment that she had received from a city of Frazee constituent about J Thomsen. There being no further business to be brought before the Board,
- 9) **Adjourn:** **Motion** and second to adjourn the meeting at 4:38 p.m. (P Joyce, H Salminen), carried.

ATTEST:

Respectfully submitted:

/s/ _____ Jon Thomsen
Housing Director

/s/ _____ Gerald Schram
EDA Board President