

# Minutes

Regular Meeting  
Thursday, November 20, 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:** Harry Salminen (left at 4:30), Gerald Schram, Dan Aune, Terry Johnson,  
Staff present: J Thomsen, G Fischer, S Olson  
Others Present: J Bellefeuille, H Ludtke, B Anderson, D Coufal  
**Board Members Absent:** Karen Mulari, Paul Joyce, Mike Metelak

## 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 (T Johnson, H Salminen), carried.
- 3) **Approval of Minutes from the October 9, 2008 Regular Meeting:** **Motion** and second to approve the Minutes of the October 9th Regular Meeting (H Salminen, D Aune), carried.
- 4) **Monthly Financial:** Staff presented the monthly Financial Report. **Motion** and second to accept the report as presented (H Salminen, T Johnson), carried.
- 5) **West River Townhomes:** G Fischer updated the Board on the activities at West River Townhomes; he then directed the Board's attention to Lightowler Johnson Associates letter requesting additional funds; discussion followed. **Motion** and second to offer \$3,000 contingent upon available funds at the end of the project, as some of the things claimed were known to them at the start of the project (H Salminen, D Aune), carried. Staff requested authority to open 4 savings accounts at Midwest Bank for the West river Townhomes project, per MHFA requirements. **Motion** and second to establish savings accounts per MHFA requirements (H Salminen, T Johnson), carried.
- 6) **Monthly Economic Development:** H Ludtke and B Anderson sought EDA support of Frazee Holdings LLC request for a zoning change. Discussion followed. **Motion** and second to give a letter of support for the change in zoning as requested by Frazee Holding LLC, (T Johnson, D Aune), carried with T Johnson, D Aune and G Schram in favor and voting against is H Salminen. G Fischer reviewed the activities of the Otter Tail Gateway Task Force. *Item #8 moved to this point:* J Thomsen directed the Board's attention to staff's request to update the payment standards for the rental assistance program. **Motion** and second to approve the Section 8 Program Payments Standards as proposed by staff (H Salminen, T Johnson), carried.  
(H Salminen left at this point) G Fischer updated the Board on the Heartland Trail, the Energy Group

meetings and information on MedPac's future plans. **Motion** and second to accept the report (T Johnson, D Aune), no quorum.

**7) Monthly Housing Update Report:** J Thomsen reported on the ICWC activities, including current and future housing projects. It was noted that DEED did not select the EDA's housing rehab pre-applications for further funding consideration; however interest in the program continues and the cities of Mahnommen and Callaway are interested in having the EDA submit DEED pre-applications for them in 2009. No action taken.

**8) Rental Assistance Program Payment Standards:** See Agenda Item #6 above.

**9) EDA Board – Open Forum:** Discussion followed on touring West River Townhomes. There being no further business to be brought before the Board,

**10) Adjourn:** G Schram adjourned the meeting at 4:50 p.m.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen  
Housing Director

/s/ Gerald Schram  
EDA Board President