

HENDRUM ECONOMIC DEVELOPMENT AUTHORITY

Regular Board Meeting Minutes

February 21, 2024

CALL TO ORDER

President Johannsen called to order the regular meeting of the Hendrum EDA at 6:06 pm on February 21, 2024 in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

ROLL CALL

The following board members were present: Mick Alm, Sarah Anderson, Curt Johannsen, Mike Smart and Ann Tommerdahl.

The following city personnel was present: Keri Plemmons, EDA Secretary-Treasurer.

The following member of the public was present: Krista Timm.

CONSENT AGENDA

- a) January 8, 2023, EDA regular meeting minutes

MOTION: M. Alm moved; seconded by M. Smart to approve the consent agenda.

ALM: aye; ANDERSON: aye; JOHANNSEN: aye; SMART: aye; TOMMERDAHL: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to New Business: **C. 338 Main St W**
- b) Add to New Business: **D. Facebook Authorized User**

MOTION: M. Smart moved; seconded by M. Alm to approve the agenda with the listed additions.

ALM: aye; ANDERSON: aye; JOHANNSEN: aye; SMART: aye; TOMMERDAHL: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PRESIDENT:** No update.
- b) **SECRETARY/TREASURER:**

A. Financial Report: The January financial report and February claims list totaling \$3,719.75 were presented for approval.

MOTION: M. Smart moved; seconded by M. Alm to approve the January financial report and payment of the following claims totaling \$3,719.75.

Menards	\$116.90
Menards	\$117.58
Red River Valley Co-op	\$320.81
City of Hendrum	\$118.62
Amazon.com	\$66.77
Sugar Mama Bakery	\$70.00

Jeff's Plumbing Inc	\$1,462.00
Norman County Heating & Cooling	\$1,014.21
Internal Revenue Service	\$18.36
Kotaco Fuels	\$45.00
Red River Valley Co-op	\$369.50

ALM: *aye*; ANDERSON: *aye*; JOHANNSEN: *aye*; SMART: *aye*; TOMMERDAHL: *aye*. *MOTION PASSED.*

UNFINISHED BUSINESS

- A. Elementary School:** The “Name the Building” contest entries were provided to the Authority for review. They will be providing three options to the City Council after narrowing down the choices at a future meeting.

A public hearing was scheduled to consider a zoning change for the bus garage property (222 Canning Street E) from residential to combined residential and commercial.

MOTION: M. Alm moved; seconded by *A. Tommerdahl* to schedule a public hearing on Wednesday, March 20, 2024, at 6:15 P.M., in the boardroom of the Professional Building to consider public commentary on the proposed adoption of an amendment to the Official Zoning Map of the City of Hendrum Planning & Zoning (Land Use) Ordinance No. 74 to change the zoning district assigned to Lots 19 to 24 in Block 1 of Whites First Addition from Residential to combined Residential and Commercial.

ALM: *aye*; ANDERSON: *aye*; JOHANNSEN: *aye*; SMART: *aye*; TOMMERDAHL: *aye*. *MOTION PASSED.*

- B. Mural:** No update.
- C. Community Club:** A draft copy of the proposed bylaws to set up a Community Club was reviewed and suggested edits will be made to the draft copy for consideration at the March meeting.

NEW BUSINESS:

- A. Salon Space:** The Hendrum Hair Salon owner has vacated the space. The owner of Two Rivers Massage Therapy would like to rent the salon spaces for her business. The Authority approved entering into a lease agreement with Carmon Stetz.

MOTION: M. Smart moved; seconded by *A. Tommerdahl* to enter into a lease agreement with Carmon Stetz to operate Two Rivers Massage Therapy in office space #1 and #2 for two hundred and twenty-five dollars a month.

ALM: *aye*; ANDERSON: *aye*; JOHANNSEN: *aye*; SMART: *aye*; TOMMERDAHL: *aye*. *MOTION PASSED.*

- B. 304 Main St E:** The draft proposal of the rental agreement with REACH to lease 304 Main Street East was reviewed and approved.

MOTION: M. Alm moved; seconded by *S. Anderson* to approve the lease agreement with REACH for 304 Main Street East and to authorize President Johannsen and Clerk-Treasurer Plemmons to sign the document effectuating the agreement.

ALM: *aye*; ANDERSON: *aye*; JOHANNSEN: *aye*; SMART: *aye*; TOMMERDAHL: *aye*. *MOTION PASSED.*

- C. 338 Main St W:** An individual is interested in purchasing 338 Main Street West from the EDA for the purposes of new home construction. A public hearing to consider the sale of property was scheduled for Wednesday, March 20th at 6:30 P.M.

MOTION: *M. Smart* moved; seconded by *M. Alm* to schedule a public hearing on Wednesday, March 20, 2024, in the boardroom of the Hendrum Professional Building beginning at 6:30 P.M. to hear public comments on the proposed sale of 338 Main Street West for the purpose of constructing a new house.

ALM: *aye*; ANDERSON: *aye*; JOHANNSEN: *aye*; SMART: *aye*; TOMMERDAHL: *aye*. *MOTION PASSED.*

- D. Facebook Authorized User:** New Authority member Sarah Anderson volunteered to help administer the Facebook page for the City of Hendrum to promote events and activities taking place in the city.

MOTION: *A. Tommerdahl* moved; seconded by *M. Smart* to authorize Sarah Anderson to be added as a co-author of the Hendrum Facebook page.

ALM: *aye*; ANDERSON: *aye*; JOHANNSEN: *aye*; SMART: *aye*; TOMMERDAHL: *aye*. *MOTION PASSED.*

ADJOURNMENT

Having no further business, *A. Tommerdahl* moved; seconded by *M. Alm* to adjourn the meeting at 6:59 pm. The next regular board meeting will be at 5:30 pm on Wednesday, March 20, 2024 in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Secretary/Treasurer