

# HENDRUM ECONOMIC DEVELOPMENT AUTHORITY

## Regular Board Meeting Minutes

December 13, 2021

### CALL TO ORDER

President Johannsen called to order the regular meeting of the Hendrum EDA at 6:14 pm on December 13, 2021 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, Mike Smart and Curt Johannsen.

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

### CONSENT AGENDA

- a) November 8, 2021, EDA regular meeting minutes
- b) Proposed Taxes 2022

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

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

### APPROVAL OF AGENDA

- a) Add to New Business: **A. Rental Contract**

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

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

### REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PRESIDENT:** President Johannsen was contacted by Rich Whitcolm, CEO of Red River Valley Co-op Power, inquiring about potential development sites in the City of Hendrum. A promotional booklet of available lots for housing and commercial development was put together for marketing purposes and provided to Mr. Whitcolm. Additional copies were also made available to the City Clerk's office to be used for inquiries from other interested individuals.

- b) **SECRETARY/TREASURER:**

- A. Financial Report:** The November financial report and December claims list totaling \$698.29 were presented for approval.

*MOTION: M. Alm moved; seconded by M. Smart to approve the November financial report and payment of the following claims totaling \$698.29.*

Julin Law Office, PLLC	\$348.75
Red River Valley Coop	\$180.93
City of Hendrum	\$102.41
Internal Revenue Service	\$14.68
Internal Revenue Service	\$18.36
Julin Law Office, PLLC	\$15.00

Sam's Club

\$18.16

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

### **UNFINISHED BUSINESS**

- A. Professional Building Rental Space:** No update to report.
- B. Norman County West Elementary School:** Vice-President Smart provided an update on the repairs and other issues that have been addressed with the heating system at the elementary school. President Johannsen is working on getting a quote to replace the missing fire rated doors. A draft of the contract for the baking and catering business is ready to be reviewed and revised. After the finalized copy is ready, the contract will be provided to the business owner for review before signing.
- C. Christmas Light Contest:** The judging committee has scheduled to meet on December 20<sup>th</sup> at 7:00 pm to drive around and make their selections.

### **NEW BUSINESS**

- A. Rental Contract:** The rental contract with Nepstad Oil is changing over to Kotaco Fuels. The updated rental agreement was presented for approval by the authority.

*MOTION: M. Smart* moved; seconded by *M. Alm* to enter into the updated agreement and to authorize President Johannsen and Secretary/Treasurer Plemmons to sign any documents necessary to effectuate the agreement.

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

### **ADJOURNMENT**

Having no further business, *M. Alm* moved; seconded by *M. Smart* to adjourn the meeting at 6:50 pm. The next regular board meeting will be at 6:00 pm on January 10, 2022, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Secretary/Treasurer