

# HENDRUM ECONOMIC DEVELOPMENT AUTHORITY

## Regular Board Meeting Minutes

October 12, 2020

### CALL TO ORDER

President Johannsen called to order the regular meeting of the Hendrum EDA at 6:40 pm on October 12, 2020 in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota.

### ROLL CALL

The following board members were present: Michael Smart (via teleconference), Milton Alm and Curt Johannsen.

### CONSENT AGENDA

- a) September 14, 2020, EDA regular meeting minutes

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

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

### APPROVAL OF AGENDA

- a) Add to New Business: D. Street Light Savings Account

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

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

### REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PRESIDENT:** No update.

- b) **SECRETARY/TREASURER:** The September financial report and October claims list totaling \$1,540.61 was presented for approval. One additional claim totaling \$164.61 was also presented at the meeting.

*MOTION: M. Smart moved; seconded by M. Alm to approve the September financial report and payment of the following claims totaling \$1,705.22.*

Norman County Treasurer	\$1,480.72
Internal Revenue Service	\$12.24
Norman County Treasurer	\$1.65
Norman County Recorder	\$46.00
Red River Valley Coop	\$164.61

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

## UNFINISHED BUSINESS

- A. **Yard of the Month:** It has become too late in the season to present the Yard of the Month award. The awards will begin again next summer.
- B. **CARES Act:** The City Council will designate the amount of the CARES Act funding that the EDA will disperse through small business emergency grants. Four applications from the local businesses have been submitted. A special meeting will need to be scheduled when the final amount is set by the City Council.

## NEW BUSINESS

- A. **Tax Forfeited Properties:** Two parcels were forfeited to the State of Minnesota for nonpayment of property taxes. The EDA board discussed recommendations to present to the City Council regarding whether to approve the sale of parcels at public auction or purchase the properties prior to public sale for blight removal.

*MOTION: M. Smart moved; seconded by M. Alm to recommend approving the sale of 436 Gordon Street West at public auction and to purchase 100 Park Avenue East for blight removal.*

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

- B. **Special Meeting:** A special meeting was set by the board to manage the small business grant dollars assigned by the city council.

*MOTION: M. Alm moved; seconded by M. Smart to schedule a special meeting of the Hendrum Economic Development Authority for Wednesday, October 28<sup>th</sup> at 7:00 pm in the Hendrum Civic Center for the purpose of awarding Small Business Emergency Grants to eligible local business applicants.*

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

- C. **Wild Rice Addition:** An application for eligibility for new home construction in the Wild Rice Addition was received and approved. The applicants do not have their plans finalized yet in order to start the sale proceedings but have requested to put down earnest money to reserve the lot they are interested in purchasing. The city attorney will be contacted regarding the request from the applicants. President Johannsen will also contact the applicants regarding some drainage concerns with lot they would like to reserve.
- D. **Street Light Savings Account:** The funds invested in the Street Light savings account had been designated to pay for the installation of the streetlights on Hendrum Drive. The savings account balance will need to be deposited into the General Fund checking account to pay for the expense and that same savings account will need to be closed.

*MOTION: M. Alm moved; seconded by M. Smart to close the EDA Street Lights savings account and deposit the balance into the General Fund checking account.*

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

**ADJOURNMENT**

Having no further business, *M. Alm* moved; seconded by *M. Smart* to adjourn the meeting at 7:04 pm. The next regular board meeting will be at 6:00 pm on November 9, 2020, in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Secretary/Treasurer