

# HENDRUM ECONOMIC DEVELOPMENT AUTHORITY

## Regular Board Meeting Minutes

April 15, 2019

### CALL TO ORDER

President Johannsen called to order the regular meeting of the Hendrum EDA at 6:44 pm on April 15, 2019 in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

### ROLL CALL

The following board members were present: Steven Jeffery, Milton Alm, Michael Smart and Curt Johannsen.

### CONSENT AGENDA

- a) March 11, 2019, EDA regular meeting minutes

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

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

### APPROVAL OF AGENDA

- a) Add to New Business: B. Office Sinks
- b) Add to New Business: C. Yard of the Month Sign
- c) Add to New Business: D. Adopt-a-Pot Program
- d) Add to New Business: E. Flowers

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

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

### REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PRESIDENT:** No report.
- b) **SECRETARY/TREASURER:** The March financial report and April claims list totaling \$3,197.81 was presented for approval.

*MOTION: S. Jeffery moved; seconded by M. Alm to approve the financial report and payment of the following claims totaling \$3,197.81.*

Nepstad Oil	\$275.22
Internal Revenue Service	\$15.30
Amazon	\$182.58
Cintas	\$37.66
Red River Valley Coop Power	\$345.10
Sam's Club	\$74.48

City of Hendrum	\$86.96
Norman County Auditor	\$1,868.28
Nepstad Oil	\$299.99
Internal Revenue Service	\$12.24

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

**UNFINISHED BUSINESS**

- A. **Shock & Awe Grant:** No update.
- B. **304 Main Street East:** The board reviewed the advertisement for available rental space for the building.
- C. **Community Club:** No update.
- D. **Board Member Vacancy:** No update.
- E. **Demolition Bids:** The three original bids were reviewed by the board. No additional bids were gathered or submitted since the last meeting. The board would like to split the expense with the city since there is not enough money in the budget to cover the entire cost.

*MOTION: M. Smart* moved; seconded by *M. Alm* to accept the bid from Visser Trenching, Inc. contingent on approval of the Hendrum City Council to split the cost of demolition.

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

**NEW BUSINESS**

- A. **Hendrum Drive Street Lights:** Four decorative street lights will be taken down from Main Street due to the TH 75 Reconstruction Project. The board members discussed repurposing the lights and installing them along Hendrum Drive. However, it was determined that the estimated expense of installing the lights is not feasible at this time.
- B. **Office Sinks:** Nepstad Oil’s office in the Professional Building currently has a sink in two of the additional rooms. They have requested removal of the sinks in order to utilize the rooms for employee offices.

*MOTION: M. Smart* moved; seconded by *S. Jeffery* to authorize Maintenance Superintendent Sundblad to remove the sinks from the office suite in the Professional Building currently occupied by Nepstad Oil.

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

- C. **Yard-of-the-Month Sign:** The Yard-of-the-Month sign went missing last year. General consensus of the board was to get a new sign put together.
- D. **Adopt-a-Pot Program:** The EDA board agreed to continue the sponsorship program for 2019

*MOTION: S. Jeffery* moved; seconded by *M. Alm* to approve continuing the Adopt-a-Pot Program for 2019.

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

- E. **Flowers:** The expense for soil and flowers to fill twelve barrel planters is approximately five-hundred dollars. Traditionally this expense is split between the EDA and the City of Hendrum.

*MOTION:* *M. Alm* moved; seconded by *S. Jeffery* to authorize a budget of five-hundred dollars for the purchase of soil and flowers for the barrel planters on Main Street contingent on the approval of the Hendrum City Council to split the cost with the EDA.

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

## **ADJOURNMENT**

Having no further business, *M. Alm* moved; seconded by *S. Jeffery* to adjourn the meeting at 7:16 pm. The next regular board meeting will be at 6:30 pm on May 13, 2019, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Secretary/Treasurer