

HENDRUM ECONOMIC DEVELOPMENT AUTHORITY

Regular Board Meeting Minutes

April 17, 2024

CALL TO ORDER

President Johannsen called to order the regular meeting of the Hendrum EDA at 6:36 pm on April 17, 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: Sarah Anderson, Curt Johannsen, Mike Smart and Ann Tommerdahl.

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

The following members of the public were present: Krista Timm.

CITIZEN'S FORUM

- Krista Timm attended the meeting to inform the Authority that the application submitted for the Grant Writing Assistance Program has progressed to the second round of evaluation.

CONSENT AGENDA

- a) March 20, 2024, EDA regular meeting minutes

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

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

APPROVAL OF AGENDA

- a) Add to New Business: **C. YMCA Meals; D. Donation**

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

ALM: absent; 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 March financial report and April claims list totaling \$3,484.68 were presented for approval.

MOTION: A. Tommerdahl moved; seconded by S. Anderson to approve the March financial report and payment of the following claims totaling \$3,484.68.

Internal Revenue Service	\$18.36
Norman County Index	\$133.00

Norman County Auditor-Treasurer	\$1,232.37
League of MN Cities Insurance Trust	\$1,645.00
Amazon.com	\$10.69
Red River Valley Co-op	\$334.53
City of Hendrum	\$110.73

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

c) COMMUNITY CLUB REPORT

- **Membership Outreach:** S. Anderson has been actively reaching out to individuals who expressed an interest in becoming a part of the Community Club. After Ms. Anderson reached out to Tammy Leraas regarding a potential board position, Tammy expressed her preference for active involvement in club activities instead of assuming a board position. However, Jesse Leraas expressed an interest in contributing to the board and his candidacy was put forth to the Authority for consideration.

MOTION: A. Tommerdahl moved; seconded by S. Anderson to appoint Jesse Leraas to the Community Club board.

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

- **Upcoming Events:** An informational meeting will be scheduled to discuss membership initiatives, upcoming projects, and organizational developments. This meeting will serve as an opportunity for members to voice their opinions, share insights, and contribute to shaping the future direction of the Community Club.

UNFINISHED BUSINESS

A. Elementary School:

- **Naming Contest:** The five submissions for the “Name the Building” contest will be featured in the Spring Newsletter. Residents will have the opportunity to cast their vote for their preferred option through a rank voting system, limited to one vote per household.

- B. Mural:** The artist is scheduled to paint the community mural in May. The building wall requires priming and painting in white beforehand. The anticipated cost for the primer and paint is approximately \$400.00. Dustin Reinhart has offered to handle the priming and painting tasks.

NEW BUSINESS:

A. Main Street Flowers:

- **Flower Barrels:** The Authority approved a budget allocation of five hundred dollars for the purchase of flowers, soil and replacement barrels for the flower barrels traditionally placed along Main Street and Highway 75. Additionally, Mike and Karen Smart were recognized for their dedication and hard work in planting, watering, and maintaining the flower barrels.

MOTION: A. Tommerdahl moved; seconded by M. Smart to allocate five hundred dollars of the Authority's budget for the purchase of flowers, soil, and replacement barrels.

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

- **Adopt-a-Pot Program:** With an estimated total expenditure of one thousand dollars, the Authority intends to seek donations through the continuation of the Adopt-a-Pot program. Additionally, they will make a request to the City Council to cover the remaining five hundred dollars of the projected expense.

MOTION: M. Smart moved; seconded by A. Tommerdahl to continue the Adopt-a-Pot program for the year 2024.

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

- **Yard of the Month:** The Authority plans to maintain the tradition of awarding Yard of the Month for June, July, and August of 2024. Additionally, they have appointed M. Alm to serve on the committee responsible for overseeing this initiative. The Authority also approved the purchase of three twenty-five-dollar gift cards from Bergeson's Nursery for this purpose.

MOTION: M. Smart moved; seconded by S. Anderson to approve purchasing three twenty-five-dollar gift cards from Bergeson's Nursery.

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

- **YMCA Meals:** Katie Anderson from the YMCA of Cass and Clay Counties contacted the City regarding distributing free meal bags once a week in Hendrum aiming to serve children during the summer. The meals will be distributed from the picnic shelter at the school park.

- **Donation:** A resolution accepting a donation intended for the use of the community club was adopted.

MOTION: S. Anderson moved; seconded by A. Tommerdahl to adopt Resolution No. 202402: Resolution Accepting Donations. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

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

ADJOURNMENT

Having no further business, *A. Tommerdahl* moved; seconded by *S. Anderson* to adjourn the meeting at 7:28 pm. The next regular board meeting will be at 6:30 pm on Wednesday, May 15, 2024 in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Secretary/Treasurer