

HENDRUM ECONOMIC DEVELOPMENT AUTHORITY

Regular Board Meeting Minutes

February 11, 2019

CALL TO ORDER

President Johannsen called to order the regular meeting of the Hendrum EDA at 6:17 pm on February 11, 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: Milton Alm, Michael Smart, Curt Johannsen, and Steven Jeffery.

CONSENT AGENDA

a) January 23, 2019, EDA regular meeting minutes

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

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

APPROVAL OF AGENDA

MOTION: S. Jeffery moved; seconded by M. Smart to approve the agenda as presented.

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

a) **PRESIDENT:** No report.

b) **SECRETARY/TREASURER:** The January financial report and February claims list totaling \$1061.12 was presented for approval.

MOTION: M. Smart moved; seconded by S. Jeffery to approve the financial report and payment of the following claims totaling \$1061.12.

Cintas	\$75.32	11/13 & 12/11 rug cleaning services
League of MN Cities Insurance	\$692.00	Property insurance
City of Hendrum	\$86.96	January water/sewer/garbage
Internal Revenue Service	\$12.24	2019 Q1 Federal deposit
Nepstad Oil	\$194.60	LP for Professional Building

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

UNFINISHED BUSINESS

a) **Shock & Awe Grant:** No update.

- b) **304 Main St E:** Once the application to become licensed is completed and submitted by a qualified daycare provider to Norman County, a fire marshal will schedule a time to inspect the building.
- c) **Community Club:** No update.
- d) **Board Member Vacancy:** No update.

NEW BUSINESS:

- a) **Demolition Bids:** Several contractors have been contacted by President Johannsen to provide bids on removing the structure from 261 Herbert Street South. The demolition will have to wait until spring due to all the snow accumulations.
- b) **Rug Services:** The rug cleaning contract for the Professional Building is up for renewal. Rug options for new purchase were also presented to the board for consideration. It was decided that it would be more cost effective to purchase rugs rather than continuing with the contract for monthly rug cleaning services.

MOTION: M. Smart moved; seconded by M. Alm not to renew the contract with Cintas. ALM: aye; JEFFERY: aye; JOHANNSEN: aye; SMART: aye. MOTION PASSED.

MOTION: M. Smart moved; seconded by M. Alm to purchase two 4' x 6' rugs for the Professional Building. ALM: aye; JEFFERY: aye; JOHANNSEN: aye; SMART: aye. MOTION PASSED.

ADJOURNMENT

Having no further business, M. Alm moved; seconded by M. Smart to adjourn the meeting at 6:34 pm. The next regular board meeting will take place at 6:00 pm on March 11, 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