

HENDRUM ECONOMIC DEVELOPMENT AUTHORITY

Regular Board Meeting Minutes

October 11, 2021

CALL TO ORDER

President Johannsen called to order the regular meeting of the Hendrum EDA at 6:40 pm on October 11, 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 (via telephone) and Curt Johannsen.

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

The following members of the public were present: Del Schnabel, Clarinda Schnabel, and Tyler Kolness.

CONSENT AGENDA

- a) September 13, 2021, EDA regular meeting minutes
- b) October 4, 2021, EDA special meeting minutes

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

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

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

CITIZEN'S FORUM

Mr. Tyler Kolness was in attendance to discuss plans to update the Discover Norman County publication that gets printed every few years. Discover Norman County is a full color magazine that focuses on all the positive aspects of our communities throughout Norman County, MN. The publication is directed toward newcomers to the area, visitors, potential new business and industry, as well as current residents. For the first time, the upcoming print of the magazine will be available at all the Minnesota Tourism rest areas. Mr. Kolness informed the Authority that aerial photography has also been gathered this year and will be available for use by the cities to promote their communities.

PUBLIC HEARING

The public hearing regarding an *Application for Conditional Use Permit (CUP)* filed by MinneStPopolis Admin, LLC on behalf of UBHomeNow, LLC pursuant to Subd. 5, Ordinance No. 74: Planning & Zoning (Land Use) for the operation of a commercial rental display site at 402 Gordon Street East, City of Hendrum, State of Minnesota, was opened at 6:48 pm to hear any questions or commentary regarding the application. Mr. and Mrs. Schnabel presented their plan to use the residential lot that is adjacent to their commercial business to display equipment available to be rented by the public. Having no written commentary

submitted to the city office and no members of the public in attendance, the hearing was closed at 6:56 pm.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

a) **PRESIDENT:** No report.

b) **SECRETARY/TREASURER:**

A. Financial Report: The September financial report and October claims list totaling \$120.77 was presented for approval.

MOTION: *M. Smart* moved; seconded by *M. Alm* to approve the September financial report and payment of the following claims totaling \$120.77.

| | |
|--------------------------|----------|
| City of Hendrum | \$102.41 |
| Internal Revenue Service | \$18.36 |

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: A contract is getting worked on for the baking and catering business. The building committee is also working on finding a boiler operator for the building.

C. Yard of the Month: The last nominated property for Yard of the Month has not yet been recognized by the awards committee. Since it is too late in the year to promote the property, it was decided to recognize the recipient as the first awarded residence next summer.

D. CUP Application: Discussion took place between Mr. and Mrs. Schnabel and the board members regarding maintenance of the display area and paring down the property area covered by the CUP to the lot that the display area will be located rather than the entire property as originally requested.

MOTION: *M. Smart* moved; seconded by *M. Alm* to recommend to the City Council to approve the Conditional Use Permit for Lot 11, Block 15 at 402 Gordon Street East to be used as a commercial display area for Zippy Rents equipment rentals.

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

E. 363 Rice St S: Notices have been mailed and published regarding the public hearing scheduled for Tuesday, October 26th at 7:30 pm for the proposed sale of property owned by the Hendrum EDA.

NEW BUSINESS:

A. Discover Norman County: The board authorized taking out a full-page advertisement in the Discover Norman County magazine to promote the

community. President Johannsen will go through copies of the aerial photographs at a future date and make the selections for the advertisement.

MOTION: M. Alm moved; seconded by M. Smart to authorize advertising in the Discover Norman County magazine and to cover one-half of the advertising expenses conditional on the approval of the City Council to pay for the other half of the advertising expenses.

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

ADJOURNMENT

Having no further business, *M. Alm moved; seconded by C. Johannsen to adjourn the meeting at 7:25 pm. The next regular board meeting will be at 6:00 pm on November 8, 2021, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.*

Minutes submitted by: Keri Plemmons, Secretary/Treasurer