

Martin County Economic Development Authority
February 11, 2008, 5:00pm
Commissioner Board Room

Called to order by Chair Sukalski at 5:09pm. Those present were, Kotewa, Pierce, and Boler. Others present were Terry Viesselman, County Attorney, Scott Higgins, County Coordinator, Kay Sauk, Womeninc, Ruth Theobald, AdPros, and Glen Hartlieb.

Motion by Kotewa, seconded by Boler to approve the agenda with the one Addition - Consider Approval of Joint Powers Agreement with the Minnesota Counties Insurance Trust (MCIT) for Insurance Coverage's for the EDA. Carried unanimously

Motion by Pierce, seconded by Boler to approve the minutes of the January 7, 2008 minutes. Carried unanimously.

Clark arrived at the meeting at 5:14pm.

OLD BUSINESS

Sukalski informed the Board that he along with County Commissioner Jack Potter and the Kevin Peyman, County Engineer had met with Rex Oberhelman of the Blue Ribbon Foundation to discuss their proposed cellostic ethanol production proposal in the County. The result of the meeting was that his proposals and projections were not realistic. Sukalski stated that the EDA Board cannot support such inaccuracies and are done dealing with this matter at this time.

Terry Viesselman, Martin County Attorney was on hand to respond to the Board's questions regarding the proposed EDA By-Laws. Higgins presented the proposed By-Laws with County Attorney's recommendations which included the official titles of the EDA's Officers (i.e. President, Vice-Presidents, etc.), statutes states the terms of office are six (6) years, and that the Authority's need for a separate budget, it's power to approve it's own expenses and disburse payment of it's expenses. Viesselman further stated that the EDA would need to appoint a Treasurer not only to be in charge of the budget, but for writing checks for expenditures by the EDA. Viesselman stated that there must be two authorized signatures for check signing. It was asked if the County Auditor/Treasurer could assist in keeping track of its budget and expenses. Viesselman responded that the EDA could appoint the County Auditor/Treasurer as an Assistant Treasurer. After further discussion,

Motion by Clark, seconded by Pierce to approve the appointment of James Forshee, Martin County Auditor/Treasurer as an Assistant Treasurer for the Martin County Economic Development Authority. Carried unanimously.

Motion by Boler, seconded by Kotewa to approve the Bylaws as presented to include three year terms for EDA Board members. Carried unanimously.

(Insert Resolution)

NEW BUSINESS

Higgins presented a copy of the IGNITE information card with perforated business card at the bottom designed by the Ad Pros. Also presented were two quotes received from the Ad Pros and Designing Signs for 20" x40" bus signage. The Ad Pros were low bid at purchase of four (4) signs at \$60.38/sign in addition w/set up charge of \$25 and shipping cost vs. Designing Signs at \$130/sign (w/gradient color for IGNITE flame). Other items discussed for promotional giveaways included letter openers, pens, and key chains. After much discussion, by consensus, the Board determined to purchase ink pens-1,000 qty. and color information cards, and to purchase eight of the 20" x 40" signs to be placed on the transit buses promoting IGNITE from the Ad Pros.

Sukalski reminded the Board that the KFMC/KSUM Spring Expo is coming up March 7-9, 2008 at the Five Lake Center in Fairmont and the EDA is registered to have a booth at the Expo and asked that all take a shift. Higgins will email a sign up sheet for all three days. Help is needed to set up and tear down. Boler stated he would be able to work Friday and help set up. Higgins stated that Bryan Stading offered to help.

Clark stated the need to take advantage of the live remote radio spots being offered by the KFMC/KSUM. Clark offered to set the radio remotes up, by consensus, the Board determined to purchase the 15 commercial minimum.

Higgins presented the Joint Powers Agreement between the MCEDA and the Minnesota Counties Insurance Trust (MCIT) to provide insurance coverage's and membership of the MCEDA. Higgins also reviewed four options that included the annual contribution, the Dishonesty/Faithful Performance Bonds for the Board members, and Workers Compensation coverage for the Board. After careful review and consideration with the focus on not needing the workers compensation coverage at this time as well as the need only for the minimum Dishonesty/Faithful Performance Bonds in the amount of \$5,000.

Motion by Boler, seconded by Clark, Be It Resolved that the Martin County Economic Development Authority (MCEDA) having been presented four insurance coverage options that include the annual contributions for general liability insurance coverage's, hereby approves and accepts the coverage's to include a Dishonesty/ Faithful Performance Bonds in the amount of \$5,000 for the EDA Board members; and not to include the workers compensation coverage for it's Board members for a total cost of \$1, 479 for CY2008. Carried unanimously.

Motion by Sukalski, seconded by Boler. Be It Resolved that the Martin County Economic Development Authority (MCEDA) hereby acknowledges participating as a member of

the Minnesota Counties Insurance Trust (MCIT) by the acceptance and execution of the three page revised joint powers agreement denoted as "Minnesota Counties Insurance Trust, Joint Powers Agreement, Revised November, 1993". Carried unanimously.

Higgins presented the Consulting Service agreement between the Martin County EDA and the Riverbend Center for Entrepreneurial Facilitation for business facilitation services for the IGNITE program. Higgins stated that the fee is \$50/hour; and additional expenses that would be charged include mileage and other necessary expenses for performance of services for MCEDA. Mileage is reimbursed at the IRS rate. Higgins noted that there is a 30-day termination clause that would require written notice to the other party. Higgins further stated that the County Attorney has reviewed the agreement and has approved to its content and format.

Clark stated his concerns that the agreement lacked language that indicate that RCEF has the appropriate insurance coverage's (i.e. general liability, workers compensation, etc.) and suggested that such language be included in the agreement that RCEF is responsible for its own appropriate insurance coverage's.

Higgins stated that the agreement does provide a provision that the Consultant is an Independent Contractor. However, a certificate of coverage's would be requested. After further discussion,

Motion by Sukalski, seconded by Boler Be It Resolved that the Martin County Economic Development Authority (MCEDA), hereby approves and authorizes the Board Chair to sign the Consulting Services Agreement between the Riverbend Center for Entrepreneurial Facilitation (Mankato) and MCEDA; and with the understanding the RCEF is totally responsible for it's own insurance coverage's (i.e. general liability, auto, and workers compensation. etc.) and benefits for it's own employees. Carried unanimously.

Clark inquired of the EDA budget and status. Higgins stated that he will be working with Auditor/Treasurer to set up the budget accounts.

Higgins presented a summary sheet of the IGNITE Kick off event for the Board's information. Discussion ensued regarding the seminar on "Why Businesses Fail and What Business Owners Can do About It." conducted recently by Duane Hoversten. It was directed to find out whether Bryan Stading, RCEF could conduct such a seminar in Martin County. Also discussed was the Southern Minnesota Initiative Foundation (SMIF) seeking partners for Asset Based Community Development (ABCD), in which SMIF will provide \$15,000 for community projects along with training and coaching. The purpose of this project is to have greater citizen involvement in developing, local leaders, a shared vision, and leveraging assets to achieve this. By consensus, it was determined by the Board not to initiate any project at this time due to the short timeline involved.

By consensus of Commission, next meeting was set for Monday, March 3, 2008 at 5:00 pm Board Room of Martin County Courthouse.

With no further business to wit, motion by Sukalski, seconded by Boler to adjourn. Carried unanimously.

Meeting adjourned at 6:21 P.M.

Lawrence Sukalski, MCEDA Chair

ATTEST: Chris Pierce, Secretary/Treasurer