

Martin County Economic Development Authority (MCEDA)
January 4, 2016
Board Room-Martin County Courthouse

The meeting was called to order by Chris Pierce at 5:17 p.m. Board members present were: Elliot Belgard, Larry Baarts, Randy Grupe, Brent Schultze, and Dan Schmidtke. Absent: Jerry Clark. Others present: Bryan Stading, Business Facilitator for Martin County EDA, Scott Higgins, County Coordinator, and Desiree Diaz, Reporter Fairmont Sentinel, and Rod Halverson, KFMC/KSUM.

Pierce stated that during the first meeting of the year, the EDA By laws require that election of Officers take place.

Pierce called for nominations for President.

Motion by Grupe, seconded by Belgard to nominate Chris Pierce as President of the Martin County EDA. with no further nominations, carried unanimously.

Pierce asked for nominations for Vice President.

Motion by Schmidtke, seconded by Schultze to nominate Grupe as Vice President, with no further nominations, carried unanimously.

Motion by Baarts, seconded by Grupe to nominate Brent Schultze as Secretary/Treasurer, with no further nominations, carried unanimously.

Motion by Schmidtke, seconded by Schultze to approve the agenda as presented. Carried unanimously.

Motion by Belgard, seconded by Grupe to approve the minutes of the December 14, 2015 regular EDA meeting. Carried unanimously.

Stading gave monthly business consultation report for December 2015 totaling 21.5 hours; in addition gave an update with regard to non-client work, which included update on the monthly KSUM radio programming.

Stading stated that in working with a client in Martin County, the individual seemed to not of heard of the Martin County EDA-IGNITE. The client was referred to us by the SBDC. Stading stated that we are working with our website developers in getting the EDA to move up in the web search engines. Stading further stated that he continues to work with a local High School in the county with their strategic plan. Stading that a client is back looking to expand his powder coat painting business in Martin County, needing a facility with 14 foot walls, any suggestions of available facilities would be helpful for this client.

Stading stated that he is continuing to work with restaurant business in relocating in Fairmont.

Higgins stated that annually the Board sets or affirms the board members per diems and expenses for 2016 as follows, \$ 30 per meeting (not to exceed one per diem per day), mileage reimbursement at IRS rate of .54, and meal expenses \$30 per day. (15% tip allowance, rounded to the nearest dollar). Higgins further stated that the County Board has not yet set the aforementioned per diems and expenses, but it is anticipated that the County Board will approve during their meeting tomorrow.

Motion by Grupe, seconded by Belgard, Be It Resolved that the Martin County Economic Development Authority hereby approves the following per diems and reimbursable expenses for CY2016 as follows: \$30 per meeting (not to exceed one per diem per day), mileage reimbursement at IRS rate of .54, and meal expenses \$30 per day. (15% tip allowance, rounded to the nearest dollar); contingent upon County Board of Commissioners approving per diems and expenses at the aforementioned rates for the county employees. Carried unanimously

Higgins stated that annually the EDA Board sets the regular meeting dates and times for the year. Typically the meetings have been set for the first Monday of each month, starting at 5:15pm in the Board of Commissioners meeting room at the Martin County Courthouse, located at 201 Lake Avenue, Fairmont, MN.

Motion by Schmidtke, seconded by Baarts, Be It Resolved that the Martin County Economic Development Authority hereby approves and establishes the regular meeting dates of the regular EDA board meeting on the first Monday of each of month, starting at 5:15pm at the Martin County Courthouse located at 201 Lake Avenue, Fairmont, MN. Carried unanimously.

Higgins reviewed the summary EDA Priority Areas as a result of the Strategic Planning session held in October 2014. By consensus, the Board reviewed the priority areas and determined that all priority areas were still pertinent and will continue to work on them through the new year. The priority areas are as follows:

- Continue contact/visibility with all businesses throughout the county.
- Placing economic news on social media (LinkedIn, Facebook, etc./Business news in local newspaper
- Connecting businesses to financial resources
- Maintaining a community profile on the Web.
- Tourism Development

Higgins gave an update on the two recent submitted Blandin Grant proposals which included a “School Technology and Training” and the “Business Technology Training” stating that we should receive notification of the grant awards before the end of this month. Higgins gave a brief update on the Blandin grant programs including the “Coffee Connections” public technology trainings, Wi-Fi hot spot project has just begun looking into costs of equipment.

Higgins presented and reviewed the bills.

Motion by Baarts, seconded by Belgard to ratify and approve the November 10, 2015 through January 4, 2016 in the amount of \$7,946.89. Carried unanimously.

The Board reviewed the monthly CY2015 YTD Financial Statements for December 2015 and monthly activity report. Higgins stated that the fund balance as of end of December 2015 is \$246,087.07.

Higgins reviewed the general information in the board packets, which included the MAPCED quarterly minutes (October 2015), Martin County EDA by Laws, MCIT renewal letter for CY2016, MCIT annual Coverage Review webinar to be held on January 21, 2016, and the final approved EDA budget.

The next board meeting is scheduled for Monday, February 1, 2016 at 5:15pm in the Board room (Martin County Courthouse).

With no further business to wit,

Motion by Belgard, seconded by Schultze to adjourn the meeting. Carried unanimously.

The meeting adjourned at 6:34 pm.

Chris Pierce, President

Attest: Brent Schultze, Secretary/Treasurer