

**Board Minutes of the  
Martin County EDA  
January 7, 2019**

The regular meeting of the Martin County Economic Development Authority was called to order by Brent Schultze at 5:16 pm. Those present were: Steve Fosness, Tim Terfehr, Wes Anderson, Elliot Belgard, and Dan Schmidtke. Absent: Larry Baarts. Also present were Scott Higgins, County Coordinator and Bryan Stading, Director for RCEF (consultant), and Mike Sheplee, County Assessor.

Schultze presented a plaque to Commissioner Dan Schmidtke in recognition of his service to the EDA as an inaugural member.

Schultze called for nominations for election of Board President,

Belgard moved the nomination of Brent Schultze as Board President for the year 2019, seconded by Terfehr, with no further nominations

Motion by Belgard, to cast unanimous ballot Brent Schultze as Board President. For 2019, seconded by Fosness. Carried unanimously.

Schultze called for nomination for Board Vice –President,

Schmidtke moved the nomination of Steve Fosness as Board Vice-President, seconded by Anderson, with no further nominations,

Motion by Belgard, to cast unanimous ballot for Steve Fosness as Board Vice President for the year 2019, seconded by Terfehr. Carried unanimously.

Schultze called for nominations for Secretary/Treasurer,

Schultze moved the nomination of Larry Baarts as Board Secretary/Treasurer, seconded by Fosness, with no further nominations,

Motion by Belgard to cast unanimous ballot for Larry Baarts as Board Secretary/Treasurer for 2019, seconded by Fosness. Carried unanimously.

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

Motion by Fosness, seconded by Anderson to approve the December 10, 2018 regular board minutes as presented. Carried unanimously.

As a follow to the previous Board meeting, Sheplee was present to review the Payable 2018 Tax Base Analysis for Martin County. The purpose is to give information on what property

classifications make the county's tax base, including the percentage of county taxes paid by each property classification. After further discussion, the Board thanked Sheplee for the presentation.

Stading reviewed the December 2018 business consultation report with the Board. There were a total of nine (9) facilitation sessions for a total of 11.75 hours.

Stading provided information and invitation to a presentation on skilled workforce and innovative approaches to career readiness, particularly in the skilled trades. The event is scheduled on January 28, 2019 in Lake Crystal, MN at the secondary school.

Stading gave an update on discussion with state Representative Robert Gunther for funding legislation for entrepreneurial services including RCEF.

Higgins stated that annually the Board set the board per diems and expenses. The current per diems is at \$30 per meeting, including other EDA related meetings, mileage reimbursement for EDA related business meeting and activities follows the IRS rate, which is .58 cents per mile, meal expenses are \$30 per day (to include 15% gratuity, rounded to the nearest dollar).

Motion by Schultze, seconded by Terfehr, Be It Resolved that the Martin County Economic Development Authority, hereby approved the following board per diems and reimbursable expenses for CY2019 for related business meetings and activities; to include \$30 per meeting; mileage reimbursement to follow IRS rate, which is currently set at .58 cents per mile; and meal expense reimbursement not to exceed \$30 per day (to include 15% gratuity, rounded to the nearest dollar), pending the County Board of Commissioners approve the aforementioned rates for committee per diem and expenses. Carried unanimously.

Higgins stated that the Board annually sets its regular board meetings for the year. Currently the regular board meetings are scheduled for the first Monday of each month.

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

Higgins presented and reviewed the bills for approval and to ratify the bills for December 12, 2018-January 7, 2019 in the amount of \$2,024.87.

Motion by Fosness, seconded by Terfehr to ratify the bills for December 12, 2018-January 7, 2019 in the amount of \$2,024.87. Carried unanimously.

The Board reviewed the CY2018 (November) Year to date financial reports, with a cash balance of \$306,457.04.

Motion by Terfehr, seconded by Belgard to receive and file the November 2018 monthly financial report. Carried unanimously.

The next board meeting is scheduled for February 4, 2019 at 5:15pm at the Courthouse.

Higgins reviewed the MCIT property casualty 2019 renewal letter; and noted the upcoming MCIT Coverage Review webinar; and approved CY2019 EDA Budget.

With no further business to wit,

Motion by Fosness, seconded by Anderson to adjourn the meeting. Carried unanimously.

Meeting adjourned at 6:23pm.

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Brent Schultze, Board President

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Larry Baarts, Board Secretary/Treasurer