

## **Board Minutes of the Martin County EDA February 1, 2021**

The regular meeting of the Martin County Economic Development Authority was called to order by Tim Terfehr at 5:19 pm. The meeting was set up for videoconferencing via WebEx due to the covid19 pandemic. Those present were: Elliot Belgard, Elizabeth Miller, Wes Anderson, and Richard Koons. Those Absent: Brent Schultze and Steve Fosness. Also present were Bryan Stading, RCEF (consultant), Scott Higgins, Martin County Coordinator, Larry Baarts (former EDA Board Member).

Terfehr presented a Certificate of Recognition to former EDA Board member Larry Baarts for his ten years of service to the Martin County EDA Board and the citizens of Martin County. The Board members stated their appreciation to Mr. Baarts.

Motion by Belgard, seconded by Anderson to approve the agenda as presented. All voting Aye. Carries unanimously.

Motion by Miller, seconded by Anderson to approve the minutes for the January 4, 2021 EDA Board meeting as presented. All voting Aye. Carries unanimously.

Stading presented and reviewed the December 2020 consultation report with the Board. There were a total of seven (7) facilitation sessions. Stading further informed the Board that he has worked with the County Relief Grants program grant meeting to review applications and met with the Business Retention and Expansion (BRE) Focus Group University of MN Extension.

Higgins brought forth the Head Hunter promotion, stating that the board discussed this program a while ago and that the proposed program had not been implemented and whether the Board wished to proceed with program. Higgins stated the objective is to obtain contacts from new startups, businesses looking to move or expand operations in the county. The program would offer the following

- \$100 to individual for viable contact information of prospective business opportunity in Martin County
- Verify legitimate contacts of interested business prospect by completing required interest and contact form
- Advertise the Program in local media sources (i.e. newspaper, radio, social media)
- Marketing tool for attracting new business and assist existing businesses
- Promotion of County EDA Services

Discussion on the need to fully establish the criteria for the program and the need for the program.

Higgins stated as the Board is aware the Minnesota Legislature had recently passed a bill appropriating money for the relief payments and grants to businesses impacted by Covid-19

related restrictions to the Executive Order 20-99. As a result, Martin County is projected to receive a total of \$389,816.31 of which \$9,507.71 are to be used for the administrative fees. This leaves the remaining amount of \$380,308.60 to be disbursed in grants to local business affected directly or indirectly by the Governors Executive Order 20-99.

Higgins further stated that the program information has been posted on the Martin County website and Facebook page, the Fairmont Area Chamber of Commerce membership email blasts, advertised in the four county newspapers and 500 mailers were sent to businesses throughout the county, which RCEF has assisted the county in putting together for us (Included in the Board packets was a sample mailer to that went out to the businesses in the county.). The deadline for applications is February 12, 2021.

Higgins informed the board that the Fairmont Area Chamber of Commerce has been contracted by the county to receive the grant applications and to make sure the required documents are complete and to answer questions businesses may have about the grant program.

Higgins further stated that Brent Schultze and Tim Terfehr, along with Commissioner Elliot Belgard have once agreed to be involved in the planning and reviewing the grant applications for the disbursement of these grant funds.

Higgins presented the bills for ratification and payment for January 5, 2021- February 1, 2021 in the amount of \$17,999.92.

Motion by Koons, seconded by Anderson to approve and ratify the bills for payment for January 5, 2021- February 1, 2021 in the amount of \$17,999.92. All voting in favor. Carried unanimously.

Higgins reviewed the January 2021 Year to Date financial reports, with a listed fund balance of \$302,091.21.

Motion by Koons, seconded by Belgard to receive and file the January 2021 year to date financial reports. All voting in favor. Carried unanimously.

With no further business to wit,

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

The meeting adjourned at 6:14 pm.

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Tim Terfehr, Board Secretary/Treasurer