MEETING MINUTES
Kanabec County Economic Development Authority (EDA)
November 14, 2018 – 7:00am
Kanabec County Courthouse, Meeting Room #3
18 North Vine Street, Mora, MN 55051

Members Present: Gene Anderson, Ivan Black, Kathi Ellis, Lisa Holcomb, Doyle Jelsing (Chair),
Dan Johnson, Sara Treiber, Jerry Tvedt (Vice Chair)

Members Absent: Jack L’Heureux

Staff Present: Kelsey Johnson, Heidi Steinmetz

Others Present: Lindy Crawford, Beth Thorp, Rose Dunn

Action #1 – It was moved by Lisa Holcomb, seconded by Gene Anderson, and carried
unanimously to approve the agenda as presented.

Action #2 – It was moved by Kathi Ellis, seconded by Dan Johnson, and carried unanimously to
approve the October 10, 2018 minutes with the following corrections: Jack L’Heureux was absent, so
remove his name from Actions 5 & 6. Action #5 was seconded by Jerry Tvedt. Action # 6 was moved by
Jerry Tvedt.

Action #3 – It was moved by Dan Johnson, seconded by Lisa Holcomb and carried unanimously
to approve payment of the following invoices:

<table>
<thead>
<tr>
<th>Invoice</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mora Area Chamber of Commerce – Annual Dues</td>
<td>$75.00</td>
</tr>
<tr>
<td>Mora Area Chamber of Commerce – Business Gala</td>
<td>$25.00</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>$100.00</strong></td>
</tr>
</tbody>
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Heidi Steinmetz gave a verbal report regarding Patrick Christopherson leaving his position as
County Coordinator, highlighting his accomplishments with the County EDA, and thanking him for all of
his hard work. Information only, no action was taken.

7:09am – Jerry Tvedt arrived.

Special Guest, Rose Dunn gave a verbal report regarding the completion of Mysa House. The
building is finished and 100% full, with a waiting list of about 40 applicants. The Mora HRA plans to focus
on workforce housing and housing for young families next. Information only, no action was taken.

7:12am – Lindy Crawford arrived.

Heidi Steinmetz led a discussion regarding a quote from Maxfield Research in the amount of
$5,000 to update the multi-family general occupancy portion of the 2014 study. Staff recommended
that the EDA approve cost-sharing the proposal with the Mora HRA, with a total cost to the EDA of
$2,500.

Action #4 – It was moved by Kathi Ellis, seconded by Sara Treiber and carried unanimously to
approve cost-sharing the proposal from Maxfield Research with the Mora HRA, at a cost of up to $2,500.
Heidi Steinmetz led a discussion regarding a consideration to discontinue the Kanabec County Telework Center Program. Staff was directed to ask Pine Tech to contribute more for its subscription, ask Mora High School to subscribe and to ask the Chamber to provide more marketing assistance. Staff will provide an update at the next meeting.

8:00am – Lisa Holcomb left the meeting.

Heidi Steinmetz led a discussion regarding the resubmittal of the Mora Industrial Park Shovel Ready Certification Application.

Action #5 – It was moved by Gene Anderson, seconded by Jerry Tvedt and carried unanimously to authorize a resubmittal to DEED of an amended Shovel Ready application for Mora Industrial Park.

8:17am – Jerry Tvedt left the meeting.

Heidi Steinmetz gave a verbal report regarding the following project updates: Neighborhood National Bank, NorthStar Pontoons/Minnesota Investment Fund (MIF) Application, CMHP/Edgewood Mobile Home Park, Andrew Kelling Property, Former Stahlke’s Building Sold, Marketing: Conference/DEED Magazine, and EDA Member Meeting Attendance.

Action #6– It was moved by Dan Johnson, seconded by Kathi Ellis and carried unanimously to adjourn at 8:27am and to meet again in regular session on Wednesday December 5, 2018 at 7:00am.

Respectfully submitted,
Kelsey Johnson
Kanabec County Coordinator’s Assistant