MEETING MINUTES
Kanabec County Economic Development Authority (EDA)
September 11, 2019 – 3:30 pm
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

Members Absent: Jack L’Heureux, Jerry Tvedt (Vice Chair)

Staff Present: Heidi Steinmetz, Kelsey Johnson and Kris McNally

Others Present: Beth Thorp (City of Mora), Brent Nelson (Mora High School Principal)

The Chairperson called the meeting to order at 3:32pm.

Action #1 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the agenda with the following change: Move agenda item #9, other discussion to agenda item #4.

Special Guest, Mora High School Principal, Brent Nelson met with the board to introduce himself and discuss the upcoming school bond referendum.

3:37pm – Vice Chair, Jerry Tvedt arrived.

The group continued discussion regarding the upcoming school bond referendum. Information only, no action was taken.

Action #2 – It was moved by Dan Johnson, seconded by Gene Anderson and carried unanimously to approve the August 14, 2019 minutes as presented.

The group reviewed the Revenue/Expenditure Report ending August 31, 2019, as well as a Fund Balance Report and Updated 2020 Budget Proposal. A discussion was held regarding the EDA tax levy. Information only, no action was taken.

Action #3 – It was moved by Dan Johnson, seconded by Jerry Tvedt and carried unanimously to approve the 2020 Budget Proposal.

Heidi Steinmetz led a discussion regarding Engan Associates’ Reuse Study Proposal to the Kanabec County Housing Group.

Action #4 – It was moved by Kathi Ellis, seconded by Sara Treiber and carried unanimously to commit to matching up to $2,500 as needed for the proposed jail reuse study.

The group reviewed the draft press release/ad acknowledging Mora Municipal Utilities’ 2017-2019 contributions.
Action #5 – It was moved by Dan Johnson, seconded by Ivan Black and carried unanimously to approve the draft press release/ad acknowledging Mora Municipal Utilities’ 2017-2019 contributions with the addition of Dan Johnson’s name to the draft.

Heidi Steinmetz gave a verbal report regarding the following project updates:

**PACE Program** – The County Board approved entering into a joint powers agreement with the St. Paul Port Authority to administer the PACE Program. Any businesses that wish to apply for the PACE Program must first obtain approval from the County Board. PACE has a marketing tool kit for getting the word out to businesses in the community.

**NorthStar Pontoons** – The NorthStar Pontoons project is no longer. Derek Carlson is no longer with NorthStar Pontoons. The information requested to maintain grant funding will not be submitted by NorthStar Pontoons. The grant agreement with the State of Minnesota has been terminated.

**February 6, 2020 Draft Conference Schedule** – The topic of the EDA’s third annual conference is balancing childcare and work. It will be held on February 6, 2020 at the Grand Event Center from 4-8pm. Plans for the conference are continually evolving, and a schedule will be coming soon.

**Former Dakota Steel Site in Ogilvie: New Project Meeting Recap** – Derek Carlson is interested in this site for a different project, which would be manufacturing garden sheds. Years down the road, they would also manufacture pontoons. He would like to include a childcare center in the building.

**Rural Child Care Innovation Program Application Submitted** – The application was submitted and denied. Only five of twelve applications submitted were approved. They did offer a community consultation project to the county, free of charge.

4:46pm – Sara Treiber left the meeting.

4:48pm – Dan Johnson left the meeting.

**Transportation Economic Development Infrastructure Application: Letter of Support** – Heidi Steinmetz submitted a letter of support on behalf of the County EDA for the TEDI Grant. The County Board also provided a letter of support for the TEDI Grant.

Upcoming Events:
- Annual Fly in, September 21, 2019 from 8am-12pm
- Park Board Fall Fest, Library Park September 28, 2019 2-6pm
- Amy Klobuchar’s Staff Round Table Discussion, September 17, 2019 9-10am, Jail Training Room
- Manufacturing Week Luncheon, October 1, 2019 – 11:30am, Kanabec History Center

Action #6 – It was moved by Jerry Tvedt, seconded by Kathi Ellis and carried unanimously to adjourn the meeting at 4:55pm and to meet again in regular session on Wednesday, October 9, 2019 at 3:30pm.

Respectfully submitted,
Kelsey Johnson
Coordinator’s Assistant