

MINUTES OF THE BOARD OF COMMISSIONERS OF THE STAPLES ECONOMIC DEVELOPMENT AUTHORITY

November 24, 2020

The meeting of the Board of Commissioners of the Staples Economic Development Authority was called to order by President Etzler at 5:03 p.m. on Tuesday, November 24, 2020 held virtually using zoom. Present were President Etzler and Commissioners Johnson, Gertken, Bendson, Case and Tappe (5:30). With Commissioner Rice marked as absent. Also present were Executive Director Melissa Radermacher, City Administrator Jerel Nelsen, Todd County Development Corp. Rick Utech and Staples World, Mark Anderson.

Minutes of the October 27, 2020 meeting were reviewed. It was moved by Johnson and seconded by Gertken to approve the minutes as presented. Roll call vote was taken, Case-yes, Bendson-yes, Johnson-yes, Gertken-yes, Etzler-yes. None voted no. Carried.

Radermacher shared interest from a business to apply to the Awning and Façade program for improvements to their building including windows and a roof. There was discussion on the intent of the program and it was decided that the business could apply for window improvements however the roof is not an allowable use of the loan program as it deviates from the guidelines. The business may apply for the general EDA loan program for the roof.

Radermacher requested the board reactivate the Covid-19 Emergency Response Loan Program for businesses directly affected by the most recent executive order that shut down hospitality businesses. It was moved by Johnson, seconded by Bendson to reactivate the Covid-19 Emergency Response Loan Program until April 1st, 2020. Roll call vote was taken, Case-yes, Bendson-yes, Johnson-yes, Gertken-yes, Etzler-yes. None voted no. Carried.

A portion of the meeting was used as a work session to discuss housing development. Radermacher presented her research of incentive packages that the City could offer to encourage both families and developers to choose Staples when building homes. There was much discussion on locations for new development with Valley View being identified as the most practical location to focus on. The board discussed the layout of the development and decided that the tax forfeited, city owned, duplex lots would not be desirable for developers or families. It was moved by Tappe, seconded by Gertken to recommend to the Staples City Council to replatt all of the duplex lots in the Valley View development to single family lots. Roll call vote was taken, Case-yes, Bendson-yes, Johnson-yes, Gertken-yes, Tappe-yes, Etzler-yes. None voted no. Carried.

Radermacher shared an update of Covid response efforts including working with Todd and Wadena County on the Cares Act grants to businesses as well as working with businesses to ensure they apply and receive assistance through the programs.

A motion by Case, seconded by Bendson to adjourn the meeting at 6:52 pm. Roll call vote was taken, Case-yes, Bendson-yes, Johnson-yes, Gertken-yes, Tappe-yes, Etzler-yes. None voted no. Carried.

Melissa Radermacher, Secretary