

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

December 22, 2020

The regular 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, December 22, 2020 held virtually using zoom. Present were President Etzler and Commissioners Johnson, Case, Gertkin, Bendson arriving at 5:11pm. Commissioners Rice and Tappe were marked as absent. Also present were Executive Director Melissa Radermacher, City Administrator Jerel Nelsen and Staples World, Mark Anderson.

Minutes of the November 24, 2020 meeting were reviewed. It was moved by Johnson and seconded by Gertkin to approve the minutes as presented. Roll call vote was taken Case-yes, Johnson-yes, Gertkin-yes, Etzler-yes. None voted no. Carried.

A motion was made by Johnson, seconded by Case to approve renewing the EDAM membership for 2021 at \$295.00. Roll call vote was taken Case-yes, Johnson-yes, Gertkin-yes, Etzler-yes. None voted no. Carried.

A motion by Case, seconded by Johnson to approve renewing the MNCAR membership for 2021 at \$300.00. Roll call vote was taken Case-yes, Johnson-yes, Gertkin-yes, Etzler-yes. None voted no. Carried.

A motion by Johnson, seconded by Gertkin to approve renewing the CVN membership for 2021 at \$1500.00. Roll call vote was taken Case-yes, Johnson-yes, Gertkin-yes, Bendson-yes, Etzler-yes. None voted no. Carried.

A motion by Benson, seconded by Johnson to approve renewing the MN Marketing Partnership for 2021 at \$700.00. Roll call vote was taken Case-yes, Johnson-yes, Gertkin-yes, Bendson-yes, Etzler-yes. None voted no. Carried.

A motion was made by Johnson and seconded by Bendson to approve the 2021 Lease Agreement with Lakewood Health System for Unit D at the Industrial building. Roll call vote was taken Case-yes, Johnson-yes, Gertkin-yes, Bendson-yes, Etzler-yes. None voted no. Carried.

A motion was made by Johnson seconded by Bendson to approve the 2021 Lease Agreement with Accura Tooling for Unit A and B in the industrial building. Roll call vote was taken Case-yes, Johnson-yes, Gertkin-yes, Bendson-yes, Etzler-yes. None voted no. Carried.

Radermacher shared an update in regards to the Covid Response and Business Assistance programs. The new Federal package has not released much yet, will be learning more in the next week. The State package includes grants for bars/restaurants/gyms direct from the Dept. of Rev which should be sent early January, grants for convention centers and movie theaters – these businesses must register to receive funding, dollars for county grants – Todd County 400k+ and Wadena county 200k+, more to come how these will be disbursed. Local efforts include collaboration between Todd and Wadena counties along with the Staples, Long Prairie and Wadena economic development and Chambers. The SMACF is considering a new grant program for affected businesses in January. SEDA has been working with the Counties and local businesses offering technical assistance on how to take advantage of the available programs.

The group reviewed a concept of how Valley View could be reconfigured to add single family home lots to attract new single family home development to the community.

Radermacher shared an update on the Welcoming Communities project. The committee has been identified two projects including the NEA Big Read program and an Inclusive Employer Program.

Radermacher shared an update on the Energy and Environment Planning group. This is an addition to the comprehensive plan, by participating in the planning process we will receive \$10,000 to go towards a project that the group will identify.

Radermacher and Johnson gave an update in regards to the new Chamber and Discover Staples structure, tourism marketing will be moving under the Chambers umbrella. The Chamber has hired a new part-time coordinator.

Radermacher shared an update of the Batcher Block bonding project. The board is continuing to meet two times a month one longer meeting and shorter check-in meeting. The board is working through its Bylaws and will be hiring a consultant to assist with the capital campaign. Grants are being written to pay for the consultant's time.

A motion by Case, seconded by Johnson to adjourn the meeting at 6:07 pm. Roll call vote was taken Case-yes, Johnson-yes, Gertkin-yes, Bendson-yes, Etzler-yes. None voted no. Carried.

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Melissa Radermacher, Secretary