

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

November 25, 2025

The regular meeting of the Board of Commissioners of the Staples Economic Development Authority was called to order by Chairman Murray at 5:00 p.m. on Tuesday, November 25th, 2025, and was held in-person at the Staples City Hall council chamber. Present were Commissioners, Bjerga, Case, Gertken, Murray and Tappe. With Bendson and Gerard marked as absent. Also present were Staples World Editor Mark Anderson, Owner of Accura Tool Tom Seele, Owner of the Batcher Block Opera House Colleen Frost, SEDA Executive Director Lucas Wakefield, and the Staples City Administrator Jerel Nelsen.

The meeting agenda was reviewed and Case moved to approve the agenda as written. Bjerga seconded the motion. Vote was unanimous in favor. Carried.

Minutes of the October 28th, 2025, meeting were reviewed. It was moved by Tappe and seconded by Murray to approve the minutes as submitted. Vote was unanimous in favor. Carried.

Colleen Frost gave the SEDA board updates regarding her recent purchase of a vacant lot downtown and her intention to turn it into a permanent, year-round outdoor market with vendors and events. She asked that the SEDA board consider supporting this vision as well as describing her new non-profit which will help carry forward her vision while making the enterprise eligible for grant funding. The board took no action regarding the request.

Wakefield updated the SEDA board regarding the City-Owned, SEDA-managed industrial park building and informing them that Davis Appraisals in Wadena would be conducting an appraisal on the parcel for the SEDA board – the anticipated cost will be around \$4,000. Wakefield also updated the board on the progress SEDA has made towards meeting the goals set forth in in the 2023-2028 SEDA Strategic Plan. Wakefield felt that in most respects, the community was on track to meet most or all of the goals and that it may be appropriate for the SEDA board to add stretch goals beyond those established in cases where the target had already been achieved.

The SEDA board approved signing a one year lease with Lakewood Health and a two year lease with Accura Tool for the D and B units respectively as well as a small section of Unit C which Accura Tool also rented for a rate of \$4.85/sq ft for 2026. Case moved to approve the lease agreements. Gertken seconded the motion. The vote in favor was unanimous with the exception of Bjerga who chose to abstain. Carried.

Wakefield announced that he had resigned the position of SEDA Executive Director and that his last day would be December 12th, 2025. Wakefield also gave updates on new businesses attraction/retention efforts.

The SEDA board chose to cancel the December meeting which would have been held on December 23rd, 2025. Case made the motion. Bjerga seconded. The vote in favor was unanimous. Carried.

A motion was made by Tappe, seconded by Gertken to adjourn the meeting at 5:54 p.m. Vote in favor was unanimous. Carried.

Lucas Wakefield, Secretary