

MEETING MINUTES

CLARA CITY ECONOMIC DEVELOPMENT AUTHORITY (EDA) REGULAR MEETING

Monday
February 10, 2020
12:00 Noon

CITY HALL COUNCIL CHAMBERS CLARA CITY, MINNESOTA

Members present: Robert Schwitters, Chad Forkrud, Gary Nelson, Rhonda Pieper, Windy Block, Chip Goeman (12:34 P.M.)

Members absent: James Thein (Excused)

Staff present: Gene Wenstrom (Economic Development Consultant) and Matt Blum (Senior Housing Administrator)

Others present: Sam Peterson (Clara City Herald), Sherri Broderius (MACCRAY #2180 Superintendent), and Jeff Lopez (Chippewa County Commissioner)

1. Call to Order – *By Vice President Robert Schwitters at 12:04 P.M. A Quorum was declared as being present.*

2. Additions/Deletions/Modifications/Approval of Agenda

***Action taken:** M/S/P 5-0 (Pieper/Forkrud) to approve the draft Meeting Agenda with the addition of Agenda Item No. 7 (E) Acknowledgement of the Reporting by Matt Blum, Senior Housing Administrator, of the 4th Quarter 2019 Financial Report for the Assisted Living Facility.*

3. Approval of Minutes

3. (A) Regular EDA Meeting Minutes for January 13, 2020.

***Action taken:** M/S/P 5-0 (Pieper/Forkrud) to approve the Meeting Minutes from the EDA Meeting held on Monday, January 13, 2020, as presented.*

4. Communications/Notices—*None.*

5. Reports from Officers and Committees

5. (A) Financial Report—*Staff reported an EDA Checking Account Balance as of January 31, 2020, in the amount of \$<13,700> and an EDA Money Market Savings Account Balance as of January 31, 2020, in the amount of \$24,000.*

5. (B) Loan Servicing Requests, if any—*Staff reported that there are no such requests.*

6. Reports from Staff and Administrative Officers

6. (A) Consideration of receiving an update on items of interest to the EDA. Gene Wenstrom, Economic Development Consultant, presented his February 2020 Report and answered questions regarding the issues presented in it.

Action taken: *Inasmuch as this was reporting and discussion only, there was no action either requested nor taken.*

7. General Business

7. (A) Consideration of receiving information as will be provided by Superintendent Sherri Broderius, MACCRAY I.S.D. # 2180, regarding current planning and actions being taken by the MACCRAY No. 2180 School Board in response to the passage of the One-Campus School Construction Referendum. She reported that the reconfigured single building school building is scheduled to be open for business in the Fall 2023.

Action taken: *Inasmuch as this was reporting and discussion only, there was no action either requested nor taken.*

7. (B) Consideration of receiving an update on the appointment by Mayor Nelson of an Ad Hoc Housing Commission for their review and recommendations regarding the housing issues facing the City of Clara City.

Action taken: *Inasmuch as this was reporting and discussion only, there was no action either requested nor taken.*

7. (C) Consideration of receiving an update of the City's submittal of an application for a Redevelopment Grant from DEED. for the demolition and redevelopment of the former "Junior High School Property." Staff distributed copies of certain portions of the grant application and reviewed some of the content, answering questions.

Action taken: *Inasmuch as this was reporting and discussion only, there was no action either requested nor taken.*

Chip Goeman arrived at the meeting at 12:34 P.M. and assumed his place at the EDA Board Meeting Table

7. (D) Consideration of receiving an update regarding the status of the City's search for a new City Administrator. Mayor Nelson stated that nine (9) applications had been received and briefly reviewed the process that would be unfolding in the weeks ahead for the ultimate selection of a favored candidate.

Action taken: *Inasmuch as this was reporting and discussion only, there was no action either requested nor taken.*

7. (E) Consideration of receiving the Financial Report for the 4th Quarter 2019 activity at the Clara City Assisted Living Facility. Senior Living Administrator Matt Blum presented the report and answered questions.

Action taken: M/S/P 6-0 (Forkrud/Goeman) to acknowledge the receipt of the 4th Quarter 2019 Financial Report for the Assisted Living Facility as presented by Matt Blum, Senior Living Administrator.

8. Announcements—*No action is required.*

8. (A) The next regular meeting of the EDA is scheduled for ***Monday, March 9, 2020, 12:00 Noon***, at the City Hall.

9. Adjournment—***M/S/P 6-0 (Goeman/Forkrud) to adjourn this regular meeting of the EDA. Upon the passage of the motion to adjourn, Vice President Robert Schwitters declared this regular meeting of the EDA to be adjourned as of 12:38 P.M.***