

**Board Minutes of the
Martin County EDA
March 2, 2020**

The regular meeting of the Martin County Economic Development Authority was called to order by Brent Schultze at 5:16pm. Those present were: Larry Baarts, Wes Anderson, Elliot Belgard, and Richard Koons. Absent: Steve Fosness. Also present were Scott Higgins, County Coordinator, Jessica Korte, Martin County Auditor/Treasurer, Mike Sheplee, Martin County Assessor and Bryan Stading, RCEF. Also present was Mike Murphy, 106.5 Lakes FM.

Motion by Koons, seconded by Belgard to approve the agenda with the addition of Revisions to the RCEF Services Contract and Update on Governors Pheasant Opener hosted in Martin County. Carried unanimously.

No Minutes for approval.

Mike Murphy, Lakes 106.5 FM radio presented the renewal proposal for the EDA radio programming, which includes the Business Talk program and Shop Local ads promotions. The objective of the Business Talk program is not only to be informative and promote the Martin County EDA, but to invite local business leaders throughout the county and city representatives to help promote our local economy.

Murphy provided a proposal that would include telephone interviews live at a cost of \$1820 per station (2) for a total of \$3,640. Additionally, Murphy proposed the EDA advertise as a sponsor for the Minnesota Twins, including Gopher Sports and Minnesota Wild at \$275 per month with a twelve (12) month commitment for a total of \$3,300 for the year.

After further discussion,

Motion by Terfehr, seconded by Baarts Be It Resolved that the Martin County EDA approve the renewal of the EDA Radio programming to include telephone interviews live at a cost of \$1820 per station (2) for a total of \$3,640; additionally include advertising radio ads with the Minnesota Twins, Minnesota Wild and Gopher Sports at \$275 per month with a twelve (12) month commitment for a total of \$3,300 for the radio programming year for a total package expenditure of \$6,940 Carried unanimously.

Stading reviewed the February 2020 business consultation report with the Board. There were a total of nine (9) facilitation sessions and a total of 18 hours of consultant services.

Stading stated with the recent announcement of Martin County hosting the Governors Pheasant Season Opener it is an opportunity to showcase the county.

Belgard stated that the county has a number of organizations that would probably be involved with the Opener, which would include the Fox Lake Conservation League, Pheasants Forever, along with other similar organizations.

Anderson stated that the county has the habitat for pheasants with CRP ground and DNR land.

After further discussion,

Motion by Belgard, seconded by Terfehr Be It Resolved that the Martin County EDA provide it support and promotion of the this year's Governors Pheasant Season Opener in any way the EDA can for the event. Carried unanimously.

Higgins stated with the recent approval of the DEED RCEF grant, the services contract with RCEF will need to be revised. The revisions to the contract would need to delete the current hourly rate to RCEF for services and replaced with the County's agreed upon financial contribution to meet the grant match requirement.

Motion by Belgard, seconded by Terfehr Be It Resolved that the Martin County EDA hereby approve revisions to the current RCEF (2018-2019) Consulting Services Agreement to delete the existing \$100 per hour fee for client and non-client time and travel time; and to revise the agreement to reflect the reimbursement for expenses to RCEF, along with RCEF' grant match requirement to the Martin County, per the requirements of the DEED Grant Agreement with Martin County on behalf of RCEF. Carried unanimously.

Higgins stated that the Board has been in the process formulating a countywide single and multi-family housing tax abatement policy for several months and reviewed the latest draft revisions by Bond Counsel.

The Board, along with Korte and Sheplee went through the policy as revised by Bond Counsel and made revisions to the proposed policy, which included striking "or the conversion of commercial buildings into housing". P.2 included language "The property shall all times comply with all local and county laws and ordinances (including, but not limited to environmental, zoning, building code, housing code and public health laws and regulations). The County shall immediately terminate the payment of tax abatement assistance to any property found in violation of any local laws and ordinances."; "The property taxes on each property owned by the property owner in the County shall be current and paid on time and in full. Failure to keep property taxes current shall result in immediate revocation of the tax abatement for any year that the taxes are not current."; and noted various minor typos and grammar changes; and delete "prepared by an architect or engineer" on p. 3; and added \$250 application fee; add "and authorize staff to enter into a tax abatement agreement with the property owner receiving \$10,000 or higher abatement; and have the County Attorney review provision under the Hold Harmless Clause p. 4, second paragraph, "addressing the that no county officer ..in his/her official capacity, shall have a personal financial interest or benefit from the abatement..: and determine if this provision makes county officials ineligible for the tax abatement program; and conducted a review of the application form with minor changes; and Koons suggested to include language that the starting dates for program and payments of the abatement are the same dates, and county language supersedes language of tax abatement for the various entities (i.e. City of Fairmont and Fairmont School District) for ease of administration of the tax abatement program. The Board followed up with Bond Counsel via telephone on the proposed changes.

Motion by Terfehr, seconded by Baarts Be It Resolved that the Martin County Economic Development Authority, hereby approve and recommends to the Martin County Board of Commissioners the approval of the proposed Martin County Single and Multi-Family Housing Tax Abatement Policy Program. Carried unanimously.

Higgins stated that the Fairmont Area Chamber of Commerce is requesting that the EDA again provide funding and sponsorship for the upcoming Area Career Exploration (ACE) event coming up this year. In previous years the EDA has contributed \$1,500. The ACE event is scheduled for Wednesday, April 11, 2020 at the Fairmont High School.

High School sophomores from within the County and surrounding counties are invited to attend the event. This even creates awareness of job opportunities in the area, provides the students with face to face interaction with area employers, career options that match student skills and interests, develop job seeking skills to better understand what employers want and look for in employees.

After brief discussion,

Motion by Terfehr, seconded by Anderson, Be It Resolved that the Martin County Economic Authority hereby approves and authorizes an allocation of \$1,500 for the 2020 Area Career Exploration (ACE) event to be held on Wednesday, April 11, 2020 at the Fairmont High School. Carried unanimously.

Higgins presented and reviewed the bills for approval and ratification for February 4, 2020- March 2, 2020 in the amount of \$4,354.03; and to delete the RCEF January 2020 invoice #402001 in the amount of \$3,550 for a total expenses in the amount of \$804.03.

Motion by Koons, seconded by Terfehr approve and ratify the bills for February 4, 2020- March 2, 2020 to delete the RCEF January 2020 invoice in the amount of \$3,550 for a total expenses in the amount of \$804.03. Carried unanimously

The Board reviewed the February 2020 Year to date financial reports, with a listed EDA fund balance of \$287,717.41.

Motion by Koons, seconded by Terfehr to receive and file the EDA February 2020 financial report. Carried unanimously.

Higgins reviewed the information included in the board packets, which included a copy of the application for the DEED for the Telecommuter Forward! Certification program, which the County Board approved submitting the application to DEED; and copy of the final DEED grant was included in the board packet.

Higgins provided a copy of the Border to Border Broadband Development Grants close out (February 13, 2020) for Martin County's and Frontier Communications Grant BBGP-16-0034-K-FY17-Rural Broadband Initiative from DEED-Office of Broadband. It is expected that the final grant payment will be received by March 18, 2020, which is the effective close out date for the grant project.

Higgins stated that the County has received approval of its first reimbursement request for the DEED "RCEF" grant in the amount of \$15,299.61. It is expected the county will receive payment the week of March 9, 2020. Once that is received, the county will receive an invoice from RCEF for reimbursement for its expenses for December 2019.

Koons informed the board that the county, along with the citizens Veterans Committee will be hosting a dedication of a world famous Cobra helicopter involved with major battles in Vietnam, suggesting that the EDA board should be attendance.

The next board meeting is scheduled for April 6, 2020 at 5:15pm at the Courthouse.

With no further business to wit,

Motion by Baarts, seconded by Koons to adjourn the meeting. Carried unanimously.

Meeting adjourned at 7:34pm

Brent Schultze, Board President

Tim Terfehr, Board Secretary/Treasurer