

**Board Minutes of the  
Martin County EDA  
April 4, 2022**

The regular meeting of the Martin County Economic Development Authority was called to order by Brent Schultze at 5:15 pm. Those present were: Steve Fosness, Tim Terfehr, Wes Anderson and Richard Koons and Elliot Belgard Absent: Elizabeth Miller. Also, present Scott Higgins, County Coordinator, Leigha Johnson, Martin County HR Director, Troy Rasmussen, Operations Manager for Federated Rural Electric Association and Bryan Stading, RCEF(consultant).

Motion by Belgard, seconded by Fosness, to approve the agenda with the two additions, Consider Letter of Support to Federated Rural Electric Association for Broadband project in City of Ceylon and Consider a Letter of Support for the Congressional Direct Spending Request for the Proposed Martin County Regional Public Safety and Justice Center, and the deletion of 6.1 Consider Funding Request for Lead Minnesota Fellow Program. Carried unanimously.

Motion by Anderson, seconded by Koons to approve the minutes of the February 7, 2022 and March 7, 2022 EDA Board meeting minutes. Carried unanimously.

Rasmussen (Federated Rural Electric Association) reviewed with the Board the proposed Broadband project for the City of Ceylon, MN (hand carried), stating that the Federated Rural Electric Association is responding to the RFP for the broadband project in Ceylon and requested a letter of support from the EDA for Federated Rural Electric Association to include in their proposal to the City of Ceylon.

After further discussion,

Motion by Terfehr, seconded by Fosness Be It Resolved that the Martin County Economic Development Authority, hereby approve and authorize the Board President to sign a Letter of Support for Federated Rural Electric Association to include in their proposal to the City of Ceylon, MN for their proposed city-wide Broadband Fiber to the Home project. Carried unanimously.

Rasmussen responded to questions from the Board regarding Federated' proposed project in the City of Dunnell, MN, along with their proposed county wide project.

Johnson reviewed the proposed final draft of the Economic Development Coordinator position with the EDA Board, stating that the position has been classified as a Grade 14, with the compensation range starting salary at \$58, 531 and range goes up to \$79, 601.60 (2022 Pay Matrix). Johnson stated that the qualifications required for the position is an Associates Degree with four years of experience, a Bachelors Degree in Economic Development, Public of Business Administration or other closely related field.

Fosness stated his concerns for the salary range stating that it was low for this type of position.

Johnson stated that the position was a Grade 14 because the position was not considered a Department Head and would report to the County Coordinator. Otherwise, if were to considered to be a department head of the County, it would likely be classified at a higher Grade. Johnson stated that a staff on one in this case would not be considered a separate Department of the County.

Belgard stated that if were to be considered a Department Head of the County, we would need to have the job description reevaluated and take up consideration at the next meeting.

It was stated that this being a new position for the county, it would be best to have it under the County Coordinators office and potentially the position would develop into a separate Department.

After further discussion,

Motion by Anderson, seconded by Terfehr, Be It Resolved that the Martin County Economic Development Authority, hereby approve the Economic Development Coordinator position as presented at Grade 14 per the County Compensation Classification Plan; and to recommend to the County Board of Commissioners to approve the new job position and authorize recruitment of the positions. AYES: Koons, Belgard, Anderson, Terfehr, Schultze. NAYS: Fosness. Motion carried.

Stading reviewed the March 2022 monthly client report, which included ten (10) client sessions and the needs and next steps for each client.

Higgins presented a request for a letter of support from the EDA to the County to pursue federal funding in the amount of \$3.5 million through Congressional Direct Spending Request for the proposed Regional and Public Safety and Justice Center.

Motion by Fosness, seconded by Anderson, Be It Resolved that the Martin County Economic Development Authority, hereby approves and authorizes the Board President to sign a letter of support for federal funding through the Congressional Direct Spending Request in the amount of \$3,5 million for the proposed Martin County Regional Public Safety and Justice Center. Carried unanimously. .

Higgins presented the bills to be paid for March 8, 2022- April 4, 2022 in the amount of \$18, 432.46.

Motion by Koons, seconded by Terfehr to approve and ratify the bills for March 8, 2022- April 4, 2022 in the amount of \$18, 432.46. Carried unanimously.

The Board reviewed the month EDA financial report for the month of March 2022.

Higgins handed out a thank you letter from the Fairmont Area Chamber of Commerce.

Belgard inquired of Stading the status of continuing consulting services through RCEF.

Stading responded don't know right now. I have been working through a few things and at this time have not finalized anything. Once I have more information, I will certainly let the Board know.

With no further business to wit,

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

The Meeting was adjourned at 6:33 pm.

---

Brent Schultze, Board President

---

Tim Terfehr, Board Secretary/Treasurer