

Board Meeting Minutes of the Martin County EDA

June 5, 2023

The regular meeting of the Martin County Economic Development Authority was called to order by Wes Anderson at 5:15 pm. Those present were: Wes Anderson, Brent Schultze, Jaime Bleess, Elizabeth Miller and Tim Terfehr. Also present were Scott Higgins, County Coordinator, Amber Patten (CEDA Consultant), Joshua Schuetz (CEDA Consultant) and Scott Reimer, Federated REA CEO.

Agenda

No additions were made to the agenda.

Motion by Fosness, seconded by Terfehr to approve the agenda as presented. Carried unanimously.

Minutes

Two corrections were made to the minutes of the May 1st EDA Board Meeting. The first correction brought forward by Tim Terfehr was that he was listed as having voted although he was not present at the meeting. The second brought by Elizabeth Miller clarified that she was absent at the May 1st meeting, which was not listed in the minutes.

Motion by Miller, seconded by Terfehr to approve the minutes as amended. Carried unanimously.

There was no old business to be discussed.

LTD Broadband/Gigfire Appearance

Lucas Wiltse was scheduled to appear at the meeting to present information regarding Gigfire. Wiltse was absent at the meeting.

Federated REA and Bevcomm Grant Agreements

Schuetz presented the grant agreements for the Martin County Broadband Partnership Program Grants, one for Bevcomm and one for Federated REA, to the board. Anderson signed the agreement with Federated REA on behalf of the board and signed the agreement with Bevcomm on behalf of the board.

Reimer thanked the board for the funding to be received through the application and stated that it will go a long way toward helping build out broadband in Martin County.

Reimer said that Federated has an application from ReConnect in from USDA and has the Border to Border grant in progress as well.

Reimer said all of the work in Ceylon is done, with 20 people that have fiber to the home that is working and said it will be a great project when it is complete.

Fosness asked how many people are signed up for broadband in Ceylon. Reimer said 150 signups have come in so far. Terfehr asked what the process is if someone new moves into the city. Reimer said people are being encouraged to have fiber brought to their homes or to just outside their homes, so the buildout can be completed more easily.

Anderson thanked Reimer and Federated for all the work done on the projects. Anderson signed both grant agreements as presented on behalf of the board.

Client Report and Other EDA Projects Report

Schuetz and Patten presented the April client report to the board. Twelve clients were served in May.

Motion by Terfehr, seconded by Miller to receive and file the May 2023 client report. Carried unanimously.

Schuetz and Patten reviewed other EDA projects with the board. Seven projects were worked on during the month of May.

Motion by Terfehr, seconded by Schultze to receive and file the May2023 Other EDA Projects Report. Carried unanimously.

EDA Translation Quotes

Schuetz reviewed three quotes for the translation of the EDA's business consulting materials into Spanish for the board, one from Prisma in the amount of \$3,495.64, one from Dialogue One in the amount of \$2,500 and one from Latitude prime in the amount of \$2,714.46. Schuetz stated that the project came in under budget and will be fully funded through a Southwest Minnesota Initiative Foundation Inclusive and Equitable Communities Grant. The EDA was awarded \$11,000 through this grant. Schuetz said all will include formatting, cultural review and translation.

Fosness inquired what is required to translate a business document into Spanish. Schuetz explained that cultural review is needed to avoid misunderstanding, while formatting is needed due to the difference in sentence structure and size of sentences in different languages.

Fosness asked if there were any local vendors able to undertake the translation project. Schuetz said while there are local verbal interpreters, there are no vendors in the area that do business translation.

Terfehr asked if the EDA will only get the amount of the \$11,000 that the bid is for. Schuetz said the full \$11,000 is the EDA's to use for these projects and extra funding may be able to be used to have verbal interpreters on interpreter or have other translations done as needed.

Motion by Terfehr, seconded by Fosness to approve the bid by Latitude Prime in the amount of \$2,714.46. Carried unanimously,

Festival and Events Training Grant

Patten reviewed the Festival and Events training grant with the board and handed out related materials to board members. She stated that the expense for the project is \$380 per person. She stated her plan is to write a grant from compeer Financial and a Small Town Grant through the Southern Minnesota Initiative Foundation and requested approval to get those grants.

Terfehr asked if this is a separate initiative from the translation project grant. Patten affirmed this. Terfehr asked who will be going through the course, and Patten responded that it will be made available to up to 10 people in all communities in Martin County.

Bleess asked what will happen if only five of the 10 sign up. Patten said that in that case only half the grant funding would be used.

Motion by Fosness, seconded by Terfehr to approve moving forward with the two grant applications. Carried unanimously.

Ceylon Broadband Grant Approval

Schuetz presented the City of Ceylon's application for funding through the Martin County Broadband Partnership Program to the board. The application will assist with the funding of utility locates to facilitate the completion of a broadband buildout currently underway in the city of Ceylon.

Motion by Schultze, seconded by Miller to approve the City of Ceylon's application for funding through the Martin County Broadband Partnership Program in the amount of \$15,000.

Consider Funding for Interpreters

Schuetz presented a request to the board regarding receiving authority to pay for up to five interpreters at a rate of up to \$50 for the upcoming event with Project 1590 aimed at engaging members of the Hispanic community in Martin County. Schuetz said only SMIF grant funds will be used and said that local interpreters will be used when possible.

Motion by Terfehr, seconded by Schultze to authorize Schuetz to pay up to five interpreters up to \$50 per hour for services at the Project 1590 event using SMIF grant funds.

Recommend County Signoff on CCR

Schuetz reviewed a project from Les Schwab Tire Stores to establish a tire shop in Fairmont that would employ between 15 and 20 persons. Schuetz stated that the property came with a restrictive covenant that required 60-70 percent of adjacent property owners to sign an agreement to allow the project to move forward.

Schuetz requested that the board recommend that the county board of commissioners sign off on the CCR agreement for Les Schwab.

Motion by Terfehr, seconded by Fosness to make the recommendation to the county board of commissioners that the county sign the CCR agreement to allow the Les Schwab tire store project to move forward. Carried unanimously.

Bills and Financials

Higgins reviewed bills to be paid with the board.

Motion by Fosness, seconded by Schultze to approve bills to be paid from May 2, 2023 to June 5, 2023. Carried unanimously

Higgins reviewed the year to date financials and EDA budget with the board.

Motion by Schultze, seconded by Terfehr to receive and file the financial reports. Carried unanimously.

Information Items

Higgins asked the executive committee to meet sometime in July to go over the upcoming EDA budget with the commissioners. Anderson said he will be gone in the first part of July and that late June will work better.

Patten discussed the Project 1590 workforce subcommittee and upcoming initiatives. She stated that she will be on Project 1590's workforce subcommittee.

Adjournment

With no further business to wit,

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

The board meeting of the Martin County EDA was adjourned at 6:07 p.m.

Wes Anderson, Board President

Tim Terfehr, Secretary-Treasurer