

**Board Minutes of the
Martin County EDA
January 8, 2024 at 5:15 pm**

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, Tim Terfehr, Steve Fosness, and Richard Koons Absent: Brent Schultze, Jaime Bless, Elizabeth Miller. Also, present Scott Higgins, County Coordinator, Amber Patten, CEDA, Joshua Schuetz. CEDA, and Kyle Cofer, a Project Manager with the Retail Coach (via online video)

Approval of Agenda

Anderson proposed changing the order of the agenda to have officer elections follow the item 7.1 - Retail Coach Presentation.

Motion by Terfehr, seconded by Fosness, to approve the agenda as presented, but to move item 7.1 up after the approval of the minutes but prior to the officer elections. Carried unanimously.

Approval of Minutes

Motion by Terfehr, seconded by Fosness to approve the minutes of the December 11, 2023 EDA meeting. Carried unanimously.

Retail Coach Presentation

Cofer reviewed a report by the Retail Coach regarding retail recruitment in Martin County. Cofer stated that Martin County has a retail trade area of around 48,000-50,000 people, with growth opportunities in the restaurant and service sectors, among others. Cofer provided a list of retail and restaurant franchises that the Retail Coach is focused on targeting in its conversations regarding Martin County.

Terfehr said some companies have looked at Fairmont in the past without moving forward, and asked if it is possible to get information from such companies on why they chose not to move forward.

Anderson asked if the economy has a role to play in retailers and restaurants' decision to expand or begin operations in Martin County.

Cofer said he only knows of one national restaurant brand putting new projects on hold, and that the economy is not currently an issue for the majority of retailers. He noted that most restaurant franchises close due to management or franchisee issues rather than because they're unprofitable.

Fosness requested that Cofer provide monthly updates to the board regarding retail recruitment in Martin County. Patten said this will be done.

Officer Elections

Nominations for the offices of EDA Chair, Vice Chair and Secretary-Treasurer were held.

Motion by Terfehr, seconded by Koons to nominate Wes Anderson as EDA Board Chair, Stefe Fosness as EDA Vice Chair, and Tim Terfehr as EDA Secretary-Treasurer. Carried unanimously.

Monthly EDA Activity Report

Schuetz and Patten reviewed December's client report with the board. A total of 17 projects were worked on in the month of December. Koons said there has been turnover in the Welcome EDA and asked EDA staff to reach out to them. Schuetz said this will be done.

Consider Approval of Per-Diem and Expense Reimbursements for 2024

The board discussed setting reimbursement rates for meetings and per diem expenses for 2024 at the following rates:

\$50 per meeting (not to exceed one per diem per day)

Mileage- IRS rate- .67 cents per mile

Meal Expenses- GSA rate. Discussion was had regarding clarity about the exact rate to be paid for meals, as there is a difference between the GSA rate for the Martin County area and other parts of the state-ie, the Twin Cities, Mankato, etc. Higgins said he will check the allowable amounts.

Motion by Fosness, seconded by Terfehr to approve Per-Diem and Expense Reimbursements as presented.

Consider Setting of Meeting Dates

The board discussed setting meeting dates for the year of 2024.

Motion by Fosness, seconded by Terfehr to approve holding EDA meetings on the first Monday of each month with the exception of July.

Approval of Bills

Motion by Fosness, seconded by Terfehr to approve and ratify the bills for December 12 2023-January 8, 2024 in the amount of \$2,229.17. Carried unanimously.

Financial Reports

Higgins presented the CY2023 year to date activity financial report for December 2023.

Informational/Other

A letter from MCIT was reviewed.

Adjournment

With no further business to wit,

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

The Meeting was adjourned at 6:25 p.m..



Wes Anderson, Board President

Tim Terfehr, Board Secretary/Treasurer