

**Board Minutes of the
Martin County EDA
May 6, 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, Brent Schultze, Steve Fosness, Elizabeth Miller, Jaime Bless and Richard Koons Absent: Tim Terfehr. Also, present were Scott Higgins, County Coordinator, Amber Patten, CEDA, Joshua Schuetz. CEDA, and Brooke Wohlrabe, Fairmont Sentinel.

Approval of Agenda

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

Approval of Minutes

Schultze made one correction to the April 1st meeting minutes; Tim Terfehr was incorrectly listed as absent in the first paragraph of the meeting minutes.

Old Business

There was no old business.

Retail Coach Update

Patten updated the board on work with the Retail Coach. Patten said several retailers continue to be interested in Fairmont, including a sandwich shop. Koons requested Patten ensure the Martin County EDA gets appropriate credit for the partnership with the Retail Coach.

Monthly EDA Activity Report

Schuetz and Patten reviewed April's client report with the board. A total of 19 projects were worked on in the month of April. Discussion was had regarding efforts to create a workforce development program for undecided students graduating from area high schools.

Consider Approval of Martin County Accessible Entrepreneurship Program

Schuetz requested board authorization to dedicate the remaining \$4,635.54 in funds through the SMIF Inclusive and Equitable Communities Grant to the Martin County Accessible Entrepreneurship Program. Schuetz said the program was developed to build on the interpreters-on-retainer service the county currently provides to entrepreneurs through its contract with Minnesota Interpretation and Translation, and would include on-demand translation services for business plans and other materials as determined by the entrepreneur and EDA staff.

Schuetz said the funds were slated to be used for a partnership with Fairmont Area Schools to translate their career and technical education textbooks, but this did not move forward due to the cost of doing so and because the state is currently working on releasing a new edition.

Motion by Koons, seconded by Schultze to approve dedicating the remaining \$4,635.54 in SMIF funds to the Martin County Accessible Entrepreneurship Program through MINT. Carried unanimously.

Consider Approval of Creating Martin County EDA Facebook and LinkedIn Pages

Patten and Schuetz requested board authorization to create Facebook and LinkedIn Pages for the Martin County EDA. Currently, EDA activities and events must be promoted through the county's Facebook page, and no other social media accounts for the EDA exist. Schuetz stated that a Facebook page would help the EDA promote its own events and those of other organizations, as well as share resources and information with the general public. Schuetz further stated that a LinkedIn page could be used to promote business and job opportunities in Martin County and to attract young professionals back to the county.

Motion by Koons, seconded by Miller to approve the creation of Facebook and LinkedIn Pages for the Martin County EDA. Carried unanimously.

Consider Approval of Local Housing Trust Fund Presentation

Patten requested board authorization to present to the Martin County Board of Commissioners regarding a local housing trust fund. Patten presented the materials for which approval was requested to the EDA board.

Motion by Fosness, seconded by Miller to approve presenting the Local Housing Trust Fund presentation to the Martin County Board of Commissioners. Carried unanimously.

Consider Approval of Funding for Manufacturing Month Drone Footage

Patten requested board authorization to contract with Share Media to provide drone footage for the Tour of Manufacturing of Martin and Faribault Counties, for a cost of \$1,800. Patten said each business will be provided with 30 seconds of drone footage.

motion by Koons, seconded by Miller, to approve the funding in the amount of \$1,800 for the drone footage of the Tour of Manufacturing of Martin and Faribault Counties.

Approval of Bills

Motion by Miller, seconded by Fosness to approve and ratify the bills for April 2nd-May 5th, 2024 in the amount of \$40,638.45 . Carried unanimously.

Financial Reports


Higgins presented the CY2024 year to date activity financial report for May 2024.

Adjournment

With no further business to wit,

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

The Meeting was adjourned at 6:04 p.m..



Wes Anderson, Board President

Tim Terfehr, Board Secretary/Treasurer