MEETING MINUTES

Kanabec County Economic Development Authority (EDA)

February 8, 2017 – 7:00am

Kanabec County Courthouse, Meeting Room #5

18 North Vine Street, Mora, MN 55051

Members Present: Gene Anderson, Ivan Black, Kathi Ellis, Lisa Holcomb, Doyle Jelsing, Dan Johnson, Sara Treiber

Members Absent: Jack L'Heureux, Jerry Tvedt

Staff Present: Heidi Steinmetz, Kelsey Johnson

Others Present: Beth Thorp

The Kanabec County EDA Board met at 7:00am on Wednesday, February 08, 2017

Action #1 – It was moved by Doyle Jelsing, seconded by Sara Treiber and carried unanimously to approve the agenda as presented.

Action #2 – The board agreed to elect the following officers for the remainder of 2017:

Chair – Doyle Jelsing
Vice-Chair – Dan Johnson
Treasurer – Sara Treiber
Secretary – Lisa Holcomb

Action #3 – It was moved by Lisa Holcomb, seconded by Gene Anderson and carried unanimously to appoint Heidi Steinmetz as the Executive Director.

Action #4 – It was moved by Kathi Ellis, seconded by Sara Treiber and carried unanimously to accept the legally designated newspaper of Kanabec County as the official newspaper of the EDA.

Action #5 – It was moved by Kathi Ellis, seconded by Lisa Holcomb and carried unanimously to accept the depository of Kanabec County as the official depository of the EDA.

Action #6 – It was moved by Dan Johnson, seconded by Lisa Holcomb and carried unanimously to designate meeting room 5 in the Courthouse as the meeting location for the remainder of 2017.

Action #7 – It was moved by Lisa Holcomb, seconded by Ivan Black and carried unanimously to set regular meeting dates for the remainder of 2017 on the second Wednesday of the month at 7:00am.

Action#8 – It was moved by Dan Johnson, seconded by Lisa Holcomb and carried unanimously to approve the January 11, 2017 minutes.

Action #9 – It was moved by Kathi Ellis, seconded by Dan Johnson and carried unanimously to approve EDA invoices pursuant to the following correction: Remove EDAM Bronze Membership for $1,200

Action #10 – It was moved by Gene Anderson, seconded by Dan Johnson and carried unanimously to approve the 2017 EDA budget pursuant to the following correction: Remove EDAM Bronze Membership, and re-allocate the $1,200 to marketing.

Action #11 – It was moved by Gene Anderson, seconded by Ivan Black and carried unanimously to approve Option #12 as the Kanabec County EDA Logo pursuant to the following correction: change the color of the county from gold to tan.

Action #12 – It was moved by Kathi Ellis, seconded by Sara Treiber and carried unanimously to approve the contract with Franklin Outdoor Advertising for billboard 507A.

The group reviewed the draft entrance sign artwork for Mora Industrial Park. No action was taken.

The group discussed the 2017 EDA Action Plan and prioritized the following objectives:

1. Entrepreneur, Start-up and Existing Business Education and Assistance
2. Business Retention and Attraction
3. Economic Development Marketing and Promotion
4. Broadband
5. Business Information Needs Development
6. Housing Development

The remaining objectives were designated administrative: Initiative Foundation Grant Request, Facilitate Mora Handoff to the County EDA, and Develop Relationships and Memberships with Other Organizations.

Action #13 – It was moved by Gene Anderson, seconded by Ivan Black and carried unanimously to adjourn the meeting at 8:40am and to meet again in regular session on Wednesday, March 8, 2017 at 7:00am.

Respectfully Submitted
Kelsey Johnson
Coordinator's Assistant