

APPROVED MINUTES OF THE SPECIAL MEETING OF THE BOARD MEMBERS OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT AUTHORITY (EDA)

A special meeting of the Board Members of the East Grand Forks Economic Development Authority was held at Noon on August 14, 2024.

Roll Call:

Meeting was called to order by President Grinde at 8:00 am.

EDA Board present at roll, President Josh Grinde, Board Members: Ben Horken, Dale Helms, Penny Stai, Justin Hecht, Daniel Black and Brian Larson.

Absent:

Staff present: Paul Gorte (EDD), Economic Development Director; Brenda Ault (EA), Executive Assistant; Terry Knutson, HR Director (HR), Reid Huttunen (CA), City Administrator

Also Present:

1. **Roll Call:** President Grinde determined a quorum was present.

2. **New Business**

a. Interview Director Candidates

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| i. | 8:30 a.m. | A |
| ii. | 9:30 a.m. | B |
| iii. | 10:30 a.m. | C |
| iv. | 11:30 a.m. | D |

b. Discuss and Evaluate Applicants and Authorize Background Check for Preferred Candidate (s)

Interviews were held and minutes began at Noon, after the last interview.

President Grinde stated that they were all good candidates but felt that the important points to think about were longevity, knowledge, ability, style approach and wage.

The Board discussed the applicants, wage offers and then they discussed who they felt were the top 2 applicants.

CA Huttunen stated that there is a weeklong course that they would be sending whoever was hired for the position. EDD Gorte stated that there are several on-line programs available as well for additional information.

A vote was held and the Board vote applicant C as #1 and applicant B as #2.

A Motion was made to offer applicant C the position, by Board Member Black, seconded by Board Member Horken. M/S/P- Black, Horken; RCV: Larson-Y, Black -Y, Stai -Y, Grinde -Y, Hecht -Y, Horken -Y, Helms -Y; 7-0, mc.

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AUTHORITY (EDA) (continued)

A Motion was made to offer applicant B the position, if applicant C did not take the job, by Board Member Hecht, seconded by Board Member Larson. M/S/P- Hecht, Larson; RCV: Larson-Y, Black -Y, Stai -Y, Grinde -Y, Hecht -Y, Horken -Y, Helms -Y; 7-0, mc.

A Motion was made to offer applicant C, a step 1 on the wage scale, with ability to negotiate up to step 3, if needed, by Board Member Horken, seconded by Board Member Hecht. M/S/P- Horken, Hecht; RCV: Larson-Y, Black -Y, Stai -Y, Grinde -Y, Hecht -Y, Horken -Y, Helms -Y; 7-0, mc.

7. **Adjournment**

Motion to adjourn the meeting was made at 12:48 p.m. by President Grinde

Respectfully Submitted,
Brenda Ault, Executive Assistant