

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

A regular meeting of the Board Members of the East Grand Forks Economic Development Authority was held at Noon on August 27, 2024.

Roll Call:

Meeting was called to order by President Grinde at 12:00 pm.

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

Absent: Justin Hecht, Dale Helms

Staff present: Paul Gorte (EDD), Economic Development Director; Brenda Ault (EA), Executive Assistant; Karla Anderson (FD), Finance Director; Ron Galstad (CA), City Attorney; Reid Huttunen (CA), City Administrator

Also Present: Greg Hufnagle and Alec Jalowiec, True Check LLC; Maggie Brockling, Jordan Midgarden, Energy & Customer Service Specialist, Water & Light Department; Matthew Voigt, Grand Forks Herald

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

2. **Approval of Minutes**

a. July 23, 2024, Regular Meeting

A Motion was made to approve the July 23, 2024, Regular Meeting Minutes, by Board Member Black, seconded by Board Member Horken. M/S/P- Black, Horken; 5-0, mc.

b. August 14, 2024, Special Meeting

A Motion was made to approve the August 14, 2024, Special Meeting Minutes, by Board Member Horken, seconded by Board Member Black. M/S/P- Horken, Black; 5-0, mc.

3. **Bills and Communications**

a. Review of Accounts Payable: August 6, 2024; August 20, 2024: Board member Black questioned if Sunshine Terrace was having issues with the air conditioning, since a bill was listed for Johnson Controls. FD Anderson stated that it was for maintenance.

4. **Reports**

a. Delinquencies – None

b. Director's Reports: July 2024- EDD Gorte stated that the report was in the packet. No questions

c. Financial Reports: FD Anderson stated that the July & August reports would be ready for the next meeting

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5. Unfinished Business

- a. Approval of Maggie Brockling as the new Economic Development Director at a salary of \$87,214.40 (Grade 20 Step 2), with a start date of October 1, 2024

EDD Gorte stated that the City received 11 applications for Economic Development Director. A committee reviewed the applications and selected four finalists. The EDA interviewed the four finalists on August 14 and authorized the City Administrator to offer the position to Maggie Brockling. She has agreed to accept the position at a salary of \$87,214.40 (Grade 20 Step 2) and begin work on October 1, 2024. He is requesting a motion to approve.

A Motion was made to approve of Maggie Brockling as the new Economic Development Director at a salary of \$87,214.40 (Grade 20 Step 2), with a start date of October 1, 2024, by Board Member Black, seconded by Board Member Stai. M/S/P- Black, Stai; RCV: Larson-Y, Black -Y, Stai -Y, Grinde -Y, Horken -Y; 5-0, mc.

6. New Business

- a. Meet the new Building Inspectors

EDD Gorte invited the men to introduce themselves. Greg Hufnagle stated he was the City Building Official and Alec Jalowiec, is the City Building Inspector, his company is True Check LLC. They are in town on Tuesday and Thursday each week and are available by phone the other days of the week, if needed.

- b. Jordan Midgarden: Water & Light Energy Programs

Energy and Customer Service Specialist Jordan Midgarden explained his role in meeting Minnesota ECO goals with energy conservation measures. He discussed both the residential and commercial/industrial rebate programs the Water & Light Department currently offers.

Board Member and City Council Member Larson asked if residents could use solar power now, Midgarden stated they were still working on an ordinance to address that.

- c. 2025 EDA Budgets

EDD Gorte explained that the EDA is responsible for four budgets: EDA Administration (620 account), New Home Incentive (280 account), Sunshine Terrace (630 account), and Infill Building (682 account). Attached are the proposed 2025 budgets for each account. The EDA Administration budget has been adjusted slightly to accommodate some training and travel expenses for the new Director. He is requesting a motion to approve the proposed 2025 EDA budgets as submitted.

A Motion was made to approve the budgets as presented, by Board Member Horken, seconded by Board Member Stai. M/S/P- Horken, Stai; RCV: Larson-Y, Black -Y, Stai -Y, Grinde -Y, Horken -Y; 5-0, mc.

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d. Vonesh Update

EDD Gorte informed the Board that the SBA Loan on one of the lots has been paid off and we are waiting for updates on this issue.

The City Showcase will be on September 4th, from 5-7, it's a chance to meet and talk with City Officials and Departments.

7. Adjournment

Motion to adjourn the meeting was made at 12:19 p.m. by Board Member Black, seconded by Board Member Horken

The next regular meeting is September 24, 2024.

Respectfully Submitted,

Brenda Ault, Executive Assistant