

**Minutes**

**6:00 PM / EDA Regular Meeting**

**Monday, October 23rd, 2023**

**City Hall Meeting Room**

**904 10th Avenue Clarkfield, MN 56223**

A regular meeting of the Clarkfield EDA Board was called to order by EDA President Fritz at 6:00 PM, Monday, October 23, 2023, in the City Hall Meeting Room. Board members present: Sue Fritz, Brenda Risa, Darrin Johnson, Kevin Kaatz, Jerry Kaupang, Lisa Tilney.

Staff: Jonathan Pierce.

Public: Craig Giles, Paul Anspach.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ADDITION TO AGENDA**

Add apartment committee report

Motion to approve agenda Johnson, 2nd by Risa

Yes – Kaatz, Tilney, Risa, Fritz, Johnson, Kaupang

No-

Motion passes

1. **PUBLIC COMMENTS**

Craig asked about the 7th EDA member.

Brenda we may have someone interested.

1. **APPROVAL OF MINUTES**
	1. 9/25/2023

Motion Risa, 2nd by Tilney

Yes- Kaatz, Tilney, Risa, Fritz, Johnson, Kaupang

No-

Motion passes

1. **APPROVAL OF BILLS**

Sue asked about the billing process for the EDA apartments from Public Works.

Darrin asked if CDS was doing the reconciliation for the EDA and how that was split out between the City and the EDA.

Motion to approve bills Tilney, 2nd by Risa

Yes- Kaatz, Tilney, Risa, Fritz, Johnson, Kaupang

No-

Motion passes





1. **LOANS/APARTMENTS**
	1. Directors Report



Jon – last month Jerry had asked for a breakdown of bill for the water heater from SCS plumbing $1558.98 and $360 for labor.

Jerry – that is really expensive for a water heater. Especially when you can get one from Menards for $500.

1. **ALL OTHER BUSINESS**
	1. Erik Gniffke land sale

Sue - Erik is not present so we will move on to the next item

* 1. Pool Staff Apartment

Sue – going forward from this date the $25 dollar late fee will be applied.

* 1. Budget

Darrin went over the proposed EDA budget for 2024.

The EDA board discussed the 2024 budget

Motion to approve the 2024 budget Risa, 2nd by Kaatz.

Yes- Kaatz, Tilney, Risa, Fritz, Johnson, Kaupang

No-

Motion passes

1. **IDEAS & UPDATES**
	1. UMVRDC / Historical Society Grant for Clarkfield State Bank

Sue – spoke about the historical grant process.

The prospective buyers are aware that if they buy the Historical society process will stop and so is Kristi Fernholz from the UMVRDC.

* 1. Clarkfield State Bank Discussion

Jon – Spoke with the City Attorney. Need to have a public hearing for the sale of the Clarkfield State Bank. She is working on a resolution to call for one.

Sue – Don’t we have to put that in the paper.

Jon – Yes.

Discussed the gutter situation at the bank building

* 1. Apartment Committee

Sue – we voted to raise the rent 5% and we need to get that out at least 30 days before January 1st include the new pet policy in the letter.

Darrin – there is a individual who is still interested in purchasing the EDA apartments. He did indicate that the interest rates aren’t getting better so he would like to know our answer.

Brenda – maybe a contract for deed would be agreeable? We could charge a lower interest rate than a bank.

Darrin – I can ask him next time I see him.

1. **ADJOURNMENT**

Motion to adjourn Johnson, 2nd by Kaupang.

Yes- Kaatz, Tilney, Risa, Fritz, Johnson, Kaupang

No-

Motion passes.