

**ECONOMIC DEVELOPMENT AUTHORITY  
MEETING AGENDA  
February 20, 2020  
8:30 A.M.  
Sherburne County Board Room**

- 1) Call to Order
- 2) Roll Call
- 3) Approval of the January 30th County EDA meeting minutes
- 4) Luke Greiner, DEED
  - Luke will be present to give the group an update on recent Sherburne County Workforce trends.
- 5) Enabling Resolution and Bylaw changes discussion
- 6) Video Recording Meetings
- 7) Next Meeting March 19th – County Board Room
- 8) Adjourn

**The meeting will be held in the County Board Room at the Sherburne County Government Center located at 13880 Business Center Drive, Elk River, MN 55330.**

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Sherburne County Economic Development Authority  
Meeting Minutes  
Annual Meeting January 30, 2020

1. At 8:30 a.m. the meeting was called to order by Dan Weber.
2. Roll Call – those present introduced themselves.

Members Present:

Sheldon Pool  
Amanda Othoudt  
Raeanne Danielowski  
Tom Hammer  
Marie Pflipsen  
Hanna Klimmek  
Jared Johnson

Alternates Present:

Felix Schmiesing  
Lisa Fobbe

Staff Present:

Dan Weber  
Tim Sime  
Bruce Messelt  
David Unze

Others Present:

Brigid Tuck, University of Minnesota  
Stephanie Hillsheim, City of Princeton

3. Confirmation and recognition of new Commissioners:  
No new Commissioners
4. Election of Officers and establishment of terms:

Motion by Tim Dolan to appoint Sheldon Pool as EDA Chair. Raeanne Danielowski seconded the motion. There were no other nominations. Motion carried unanimously.

Motion by Tim Dolan to appoint Hanna Klimmek as EDA Vice-Chair. Amanda Othoudt seconded the motion. There were no other nominations. Motion carried unanimously.

Motion by Marie Pflipsen to reappoint Amanda Othoudt as EDA secretary. Hanna Klimmek seconded the motion. There were no other nominations. Motion carried unanimously.

Motion by Sheldon Pool to reappoint Tom Hammer as EDA Treasurer. Hanna Klimmek seconded the motion. There were no other nominations. Motion carried unanimously.

Motion by Raeanne Danielowski to reappoint Jared Johnson as Assistant EDA Treasurer. Tom Hammer seconded the motion. There were no other nominations. Motion carried unanimously.

5. Appointment of Executive Director: Motion by Raeanne Danielowski to reappoint Dan Weber as EDA Executive Director. Jared Johnson seconded the motion. Motion carried unanimously.
6. Motion by Tim Dolan to approve the EDA Meeting Agenda as presented. Motion seconded by Hanna Klimmek. Motion carried unanimously.
7. Motion by Marie Pflipsen to approve the Sherburne County Economic Development Authority Meeting Minutes of December 19<sup>th</sup>, 2019 as presented. Amanda Othoudt seconded the motion. Motion carried unanimously.
8. Designation of committee assignments:  
No new Committees
9. Determination of new committees and assignments:  
No new committees
10. Consideration of staff assignments:  
No Staff assignments
11. Official Newspapers: Motion by Hanna Klimmek to approve the Elk River Star News as the official Newspaper for EDA Publications. Amanda Othoudt seconded the motion. Motion carried unanimously.
12. Official Depository: Motion by Marie Pflipsen to use the same Official Depository, as Sherburne County, The Bank of Elk River. Amanda Othoudt seconded the motion. Motion carried unanimously.

Bruce Messelt commented that Diane Arnold looks at other banks for the best rates and services.

13. Reports by various officers and subcommittees:

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No reports

14. Designation of Meeting dates and location for 2020:

Motion by Tim Dolan to approve meeting location as the Sherburne County Board Room, seconded by Hanna Klimmek. Motion carried unanimously.

All meetings will begin at 8:30 a.m. in the Sherburne County Board Room

February 20<sup>th</sup>

March 19<sup>th</sup>

April 16<sup>th</sup>

May 21<sup>st</sup>

June 18<sup>th</sup>

July 16<sup>th</sup>

August 20<sup>th</sup>

September 17<sup>th</sup>

October 15<sup>th</sup>

November 19<sup>th</sup>

December 17<sup>th</sup>

Motion by Jared Johnson to approve meeting dates and times as provided, seconded by Marie Pflipsen. Motion carried unanimously.

15. U of MN Extension Economic Analysis Update – Brigid Tuck

Ms. Tuck gave an update on some of the data she has and asked the group for areas they would like her to gather more information on.

Ms. Tuck will give her final presentation to the committee at the March 19<sup>th</sup> meeting.

16. Modifications or amendments to the Statute or the Enabling Resolution:

Tim Sime was present to discuss changes to the Enabling Resolution and By Laws. Recommended changes will be discussed at a County Board Workshop, following that a Public Hearing will be held, and will then come back to the EDA Committee.

17. Switchboard Biopic Video Review

The group watched a Biopic featuring Lupulin Brewery. The group thought it was a great video and showed the collaboration between cities and county.

18. Video Recording Future Meetings

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Discussion was held on video recording future EDA meetings. Dan Weber will gather more information and bring it back for the February meeting.

The next meeting is scheduled for February 20, 2020 at the Sherburne County Board room.

Motion by Tim Dolan to adjourn the meeting at 9:31. Seconded by Hanna Klimmek.

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Amanda Othoudt, EDA Secretary