

MINUTES

Mid-Minnesota Development Commission

Wednesday, January 22, 2020

Kandiyohi County Health & Human Services Building
Willmar, Minnesota

Members Present: Robert Anderson, Kevin Crowley, Gary Danielson, Eric Day, Doug Erickson, Rick Fagerlie, Sue Hilgert, Doug Krueger, Robert Moller, Tracy Montgomery, Shawn Mueske, Rollie Nissen, Dave Sebesta, Lorallen Schmeling, DuWayne Underthun

Members Absent: Jeff Benson, Frank Eder, Steve Schmidt, Francis Schweiss, Paul Simonsen

Ex-officio

Members Present: Maureen Melgaard-Schneider

Staff Present: Executive Director Winckler, Financial Director/Office Manager Gimse, Economic Development Director Nelson, Community Development Director Johnson

Guests: None

Call to Order

Chairperson Crowley called the meeting to order at 7:03 p.m.

Introductions

Chairperson Crowley asked attendees to introduce themselves.

Approval of Agenda

Approval of the Personnel Committee Minutes for December 4, 2019 was added as the first topic under new business. Also added under New Business item C Executive Committee Update request for actions on compensations for Sue Gimse and Matt Johnson. Commissioner Nissen moved to approve the amended Agenda. Commissioner Moller seconded the motion, which carried.

Approval of December 4, 2019 Commission Minutes

Commissioner Hilgert moved to approve the December 4, 2019 Commission Minutes. Commissioner Anderson seconded the motion, which carried.

Treasurer's Report

The checkbook balance as of January 15, 2020 was \$1,006.42. The bills approved totaled \$296,551.98 (payroll \$82,394.39; vendors \$58,501.69; transfer to savings \$155,615.90). The savings account balance was \$350,156.87; Long Term Savings were \$410,000.00; and the total 4M balance was \$163,395.29. Commissioner Erickson asked for the acceptance of the Treasurer's Report and bills to be paid. Commissioner Schmeling moved to accept the report and bills be paid. Commissioner Krueger seconded the motion, which carried.

Consent Agenda

Items on the Consent Agenda are: The Executive Committee Minutes from January 13, 2020. Commissioner Hilgert moved to approve the Consent Agenda. Commissioner Sebesta seconded the motion, which carried.

Correspondence and Announcements

Executive Director Winckler reminded the Commissioners of the upcoming 2020 Census and how important it is to have everyone counted in the Region.

Staff Reports

Chairperson Crowley asked if there were any questions on the written staff reports. There were no questions.

Old Business

There was no Old Business.

New Business

Personnel Committee Minutes

The Personnel Committee Minutes for December 4, 2019 were handed out for review. Commissioner Moller moved to approve the December 4, 2019 Personnel Committee Minutes as presented. Commissioner Mueske seconded the motion, which carried.

Investment Update

Finance Director/Office Manager Gimse provided information on recent investments.

Bank Master Services Agreement Change

With Community Development Director Johnson resigning in February, the Bank Master Services Agreement needs to be amended by taking Matt Johnson's name off as one of the available signees replacing him with Economic Development Director Les Nelson. Commissioner Hilgert moved to approve this change to the Bank Master Services Agreement. Commissioner Sebesta seconded the motion, which carried.

EDA Planning Grant

Economic Development Director Nelson discussed that the Executive Committee approved a resolution to apply to the federal EDA for a Planning Grant to continue being an Economic Development District for the next 3 years. The application was due on January 17th and sent in the morning of January 15th. The grant is for \$210,000 over the 3 years with a 50 percent match.

Executive Director Hiring Process

Chairperson Crowley gave an update on where the Executive Committee is on the hiring process for the Executive Director position. He reported that the Executive Committee is requesting that Finance Director/Office Manager Gimse also be compensated for her role as Interim Director for her added workload for January 2020. Commissioner Sebesta moved for this approval. Commissioner Hilgert seconded the motion, which carried.

Chairperson Crowley also discussed the Executive Committee's recommendation to allow the Commission to have a contract with Community Development Director Johnson after he leaves employment to assist where needed with assisting on current projects he has been working on. Commissioner Moller moved to approve this recommendation. Commissioner Erickson seconded the motion, which carried.

MMRTCC Update

Community Development Director Johnson provided an update on the work of the MMRTCC. He asked Commissioners to be patient on seeing concrete results as the information gathering is complex with all the various providers at play. There was discussion that the work of MMRTCC will be a benefit to all providers, public and private.

Aging Update

Ex-Officio Commission member Melgaard-Schneider provided information on the recently passed Adult Protection Act's Phase One legislation that allows families and/or patients of nursing homes and assisted living centers to be allowed to put in electronic monitoring.

Transportation Update

Executive Director Winckler discussed that Community Development Planner Ten Napel will take over MMDC's responsibilities as the Transportation Planner. Donn and Matt are training him in before they leave. The TAC will meet sometime in March. The meeting will host the annual MMDC ATP Public Information Meeting. The meeting will likely have an update on MnDOT District 8's Freight Plan. As part of the ATP process Litchfield, Olivia, and Kandiyohi County submitted TA program applications this year. There were 5 applications submitted with enough funding available to fund 2 or 3 projects. Community Development Planner Ten Napel will be on the TA project Scoring Committee for the ATP.

Community Development Director Comments

Community Development Director Johnson informed the Commission that he has accepted an employment opportunity elsewhere. He thanked the Commissioners for being able to serve the Commission for over 21 years. He highlighted where current Community Development Department projects are at.

Executive Director Winckler thanked Community Development Director Johnson for his work at the Commission and presented him with a Certificate of Appreciation on behalf of the Commission.

Executive Director Comments

Executive Director Winckler discussed his retirement and thanked current and past Commissioners for the support they have shown him throughout the years. He also thanked current and past staff. He discussed that he believes change is good and that he hopes that the Commission will allow the new Executive Director the latitude to move in new directions in providing technical assistance within the Region.

Chairperson Crowley presented a plaque to Executive Director Winckler and thanked him for his nearly 34 years of service with the Commission.

Minutes
January 22, 2020
Page 5

Adjournment

Having no other business, Chairperson Crowley asked for a motion to adjourn the meeting. Commissioner Moller moved to adjourn the meeting. Commissioner Anderson seconded the motion, which carried. The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Sue Gimse, Acting Secretary

Kevin Crowley, Chairperson

Suzanne Hilgert, Secretary