

AGENDA

**Mid-Minnesota Development Commission Meeting
Wednesday, June 18, 2025, 6:00 p.m.
Hector Community Building
130 Main St. South, Hector, MN 55342**

NOTICE: This meeting will be video recorded

Note: A recess will be required, at or just before 7:00 p.m., to conduct MMDC's Annual Public Budget and Levy Hearing, after which budget-affecting items can be considered. The agenda for the public hearing can be found on the final page of this agenda document.

- I. Call to Order: **Chairperson Shawn Mueske**
- II. Pledge of Allegiance: **Led by Chairperson Shawn Mueske**
- III. Introductions of MMDC Commissioners, Staff, and Guests/Members of the Public: **All Attendees**
- IV. Setting of Agenda: **Chairperson Mueske (Action)**
- V. Approval of April 23, 2025, Commission Minutes: **(Action)**
- VI. Approval of Treasurer's Report: **Treasurer Kevin Crowley (Action)**
- VII. Consent Agenda: **Chairperson Shawn Mueske (Action)**
 - A. MMDC Executive Committee: June 4, 2025
 - B. MMDC Nominating Committee: June 4, 2025
 - C. MMDC Personnel Committee: June 4, 2025
 - D. MMDC Budget & Work Program Committee: June 4, 2025
 - E. MMRTCC Subcommittee: May 27, 2025
- VIII. Correspondence and Announcements: **Eric Day (Inform)**
- IX. Executive Director's Report: **Eric Day - Written (Inform)**
- X. Chairperson's Annual Report: **Chairperson Shawn Mueske (Inform)**
- XI. Staff Reports: **Written (Inform)**
- XII. Old Business: None
- XIII. New Business – Action Items & Commission Business
 - A. Annual Conflict of Interest Form for All Commissioners: **Eric Day (Inform)**
 - B. Election of Officers: **Commissioner/Nominating Committee Chairperson Robert Moller**
 - i. Secretary **(Action)**
 - ii. Commissioner At-Large **(Action)**
 - C. Approval of Identified Special Interest Members: **Eric Day – Listing in Packet (Action)**
 - D. Chairperson's Committee Appointments for FY2025: **Eric Day – Listing in Packet (Inform)**
 - E. Report on Executive Director's Annual Performance Review: **Chairperson Shawn Mueske (Inform)**
 - F. Report on MMDC Staff Performance Reviews: **Eric Day (Inform)**
 - G. Approval of Personnel Committee Recommendation for Staff Merit Increases: **Eric Day (Action)**

MMDC's Salary/Wage Schedule calls for a 3.25% increase for eligible staff who are performing well as determined by evaluation performed by the MMDC Executive Director, unless they are already at the top of their pay range for their position grade.
 - H. Designation of Banks: **Eric Day (Action)**

MMDC Commission Meeting & Public Hearing Agenda for June 18, 2025

- I. Investment Recap: **Darla Bajari (Inform)**
- J. Approval of Fiscal Year 2025 Budget Revisions: **Eric Day (Action)**
- K. Approval of Final Fiscal Year 2025 Indirect Cost Plan: **Eric Day (Action)**
- L. Assignment of Any Excess Revenue – Fiscal Year 2025: **Eric Day (Action)**
- M. KCED – Small Funding Request for Willmar Rail Park Pre-Work (Resource Review, Wetland Delineation, and Threatened and Endangered Species Report): **Eric Day (Action)**
- N. Approval of Fiscal Year 2026 Budget: **Eric Day (Action)***
- O. Approval of Fiscal Year 2026 Indirect Cost Plan: **Eric Day (Action)***
- P. Approval of Anticipated MMDC Work Plan for Fiscal Year 2026: **Eric Day (Action)**
- Q. Update on Existing Revolving Loan Funds: **Mike Nicholas/Nate Reuss – Written (Inform)**
- R. Approval of KCED Executive Director Barbara Carr as an MMDC Loan Approval Board Member (CARES and ARPA RLFs): **Eric Day (Action)**
- S. Aging Update: **Commissioner Maureen Melgaard-Schneider (Inform)**
- T. Items of Interest from Other Elected or Public Interest Commissioners: **Any Commissioner (Inform)**
- U. MN Paid Leave Laws – 2026: **Eric Day (Inform)**
- V. EDA Disaster Supplemental Grant Application Resolution: **Eric Day (Action by Roll Call Vote)**

This item may be removed based on conversation with MN's EDA Representative occurring prior to the Commission meeting.

XIV. Other

XV. Adjournment

*** Action cannot be taken until after the public hearing and setting of the tax levy for CY 2026.**

AGENDA

Mid-Minnesota Development Commission Annual Public Hearing

Wednesday, June 18, 2024, 7:00 p.m.

Hector Community Center (130 Main Street South, Hector, MN 55342)

NOTICE: This Meeting Will Be Video Recorded

- I. Open Public Hearing: **Chairperson Shawn Mueske**
- II. Setting of Public Hearing Agenda: **Chairperson Shawn Mueske**
- III. Reading of Official Public Notice of Meeting/Public Hearing: **Eric Day**
- IV. Presentation: Eric Day **(Inform)**
- V. Call for Testimony**: **Chairperson Shawn Mueske**
- VI. Set Calendar Year 2026 Levy: **Eric Day (Action by Roll Call Vote)**
- VII. Close Public Hearing: **Chairperson Shawn Mueske**

** In the interest of time, MMDC's Chairperson may place a time limit on testimony.

Note: The next Commission meeting will occur on Wednesday, September 17 (6:00 p.m. – 8:00 p.m.). This meeting will likely be held at the Grove City Community Center.