

KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
JOINT POWERS BOARD OF COMMISSIONERS SPECIAL MEETING
MINUTES
May 21, 2014
EDC Office, Willmar, MN

Present: Steve Ahmann, Denis Anderson, Jim Butterfield, Ron Christianson, Harlan Madsen and Dean Shuck

Staff: Steven Renquist, Executive Director

Media: Anne Polta, West Central Tribune

Guests: Bob Skor, Linda Kacher, Steve Fladeboe, Bonnie Wilhelm, Karen Nelson, Jacki Cain, Sue Quist and Glen _____

Secretarial: Diane Beck, Legal & Administrative Assistants, Inc. (LAA)

Chairperson Denis Anderson called the meeting to order at approximately 12:00 p.m.

Joint Operations Board members. Chairperson Anderson presented two recommendations for the Joint Operations Board from the City of Willmar: Linda Kacher and Art Benson. An additional vacancy exists and Harlan Madson has visited with two potential candidates; however, they declined.

Dean Shuck and Jim Butterfield recently visited with Kacher and concur with her nomination. Madson also concurred with the nomination and commented we need to move ahead; however, he expressed significant concerns with the criteria for board participation; politics and policies should be exempt from the Joint Operations Board consideration.

IT WAS MOVED BY Ron Christianson, SECONDED BY Steve Ahmann, to appoint Art Benson to replace Robert Enos and complete his two-year unexpired term, and Linda Kacher for a three-year term to the Kandiyohi County and City of Willmar Economic Development Commission Joint Operations Board. All present voted in favor by roll call.

Madsen suggested incorporating the verbiage currently in the EDC Bylaws, which sets minimum attendance requirements for Joint Powers board members at meetings, to include the EDC Joint Operations Board and commented protocol needs to be followed in order for consistency, qualifications and commitment. Joint Powers Board members concurred with having a more standardized process for making appointments to the Joint Operations Board, along with clear expectations for board members. Ahmann commented to be cautious on the requirements and suggested to mirror the requirements of the City of Willmar and Kandiyohi County forms. Renquist and Spaulding will prepare a resolution for the City of Willmar and Kandiyohi County for their review/adoption. Chairperson Anderson will work with EDC staff.

Chairperson Anderson commented on the motion passed at the Willmar City Council meeting on May 5, 2014, suggesting an amendment to the EDC Bylaws. The amendment, if instituted by the EDC, would allow the City of Willmar and Kandiyohi County to each have three non-contestable appointments to the Joint Operations Board with the seventh member as a 'swing' vote, also non-contestable. Renquist reported that according to the EDC attorney, the language in the EDC's Joint Powers agreement in paragraphs 11 and 12 could be changed. Renquist stated there are two options: 1) adopt a resolution to amend the EDC Joint Powers Agreement; or 2) the Joint Powers Board

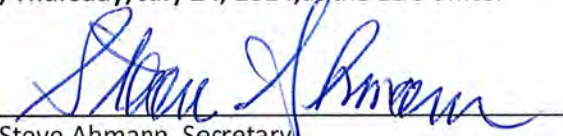
amends the EDC's Bylaws. The attorney offered to prepare a legal brief. By consensus, the EDC Joint Powers Board directed Renquist and Jean Spaulding to prepare the language to amend the Bylaws for consideration at the Joint Powers Board meeting on July 24, 2014.

Office location. Renquist reported on possible office sites. Spaulding, Rollie Boll and Gary Gilman toured 9 of the 12 possible office sites and reduced the number to 6 sites. Additional RFPs have been submitted since the tour. The Joint Powers Board and the Joint Operations Board are scheduled to tour the sites on May 28. The Joint Operations Board will vote on the EDC office location on June 12. The Joint Powers Board will be asked to ratify the site selection at its July 24 meeting. Spaulding is preparing a comparison of the potential locations.


2015 budget planning date. Renquist suggested scheduling a 2015 budget planning date. Madsen suggested a combined Joint Operations Board and Joint Powers Board meeting. In addition to budget planning, Madsen also suggested reviewing the goals and objectives, broadband, technology, BRE/R, etc. Ahmann concurred with a joint meeting and requested incorporating the planning outcomes from the July 2013 joint meeting. The Board concurred to schedule a two-three hour joint meeting in late June, 10:00 a.m.-1:00 p.m. A Meeting Wizard will be sent.

ADJOURNMENT—There being no further business, the meeting was adjourned at 12:50 p.m.

NEXT MEETING—The next regular board meeting is **11:30 a.m., Thursday, July 24, 2014**, at the EDC office.


Steve Ahmann, Secretary

APPROVED 7/24/2014:


Denis Anderson, Chairperson