

**KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
JOINT POWERS BOARD OF COMMISSIONERS
SPECIAL MEETING
MINUTES**

January 7, 2016

MinnWest Commons, MinnWest Technology Campus, Willmar, MN

Present: Denis Anderson, Marv Calvin, Ron Christianson, Roger Imdieke, Harlan Madsen and Doug Reese

Guests: Donna Boonstra, Gary Gilman, Linda Kacher, Sharon Klumpp and Kelly TerWisscha

Media: Shelby Lindrud, West Central Tribune

Secretarial: Nancy Birkeland, Legal & Administrative Assistants, Inc. (LAA)

Chairperson Harlan Madsen called the special meeting to order at approximately 11:50 a.m.

Revolving Loan Fund. Madsen presented a request from Connie Schmoll to transfer \$106,242.99 from the EDC's reserves to increase the funds available for lending in the EDC's Revolving Loan Fund at Concorde Bank. Madsen noted the EDC has a few loan requests pending and, at present, there are not enough funds available for new loans. Following discussion,

IT WAS MOVED BY Denis Anderson, SECONDED BY Doug Reese, to approve the transfer of \$110,000 from the Kandiyohi County and City of Willmar Economic Development Commission's undesignated, unreserved funds to the savings account at Concorde Bank for the Revolving Loan Fund program. MOTION CARRIED WITH ALL VOTING AYE BY ROLL CALL.

Board members recommended how much loan funds to have should be a topic to address at the boards' planning session when the new Executive Director has started employment.

The meeting was adjourned at 11:54 a.m. to be continued this afternoon following the Executive Director candidate interviews.

Chairperson Madsen resumed the meeting at approximately 3:10 p.m.

Executive Director interviews. Board members offered their comments following the interviews of Vickie Martin and Aaron Backman. Following discussion,

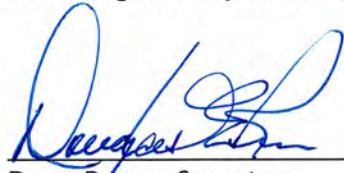
IT WAS MOVED BY Doug Reese, SECONDED BY Denis Anderson, to empower Sharon Klumpp of Waters & Company to enter into employment discussions and terms

of employment with Aaron Backman for the Executive Director position for the Kandiyohi County and City of Willmar Economic Development Commission to be confirmed by the Joint Powers Board at another meeting. MOTION CARRIED WITH ALL VOTING AYE BY ROLL CALL.

Sharon Klumpp informed the board she has been in contact with the EDC's attorney and will consult with him on the proposed agreement and will keep the board informed of her discussions with Backman. Board members were asked to respond to any requests for information by Klumpp within 24 hours of receipt.

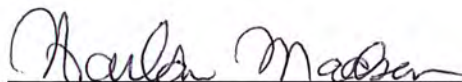
Chairperson Madsen informed the board that the current EDC office has limited sound mitigation between offices. Kelly TerWisscha offered to provide an evaluation of the EDC office and provide information on what steps could be taken to mitigate the sound and what options may be available.

ADJOURNMENT—There being no further business, the meeting was adjourned at approximately 3:36 p.m.



Doug Reese, Secretary

APPROVED: 1/28/2016:



Harlan Madsen, Chairperson