

KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
JOINT OPERATIONS BOARD OF DIRECTORS (OB) MEETING
MINUTES
February 8, 2018
EDC Office, Willmar

Present: Art Benson, Rollie Boll, Les Heitke (via telephone), Kerry Johnson and Kelly TerWisscha

Excused: Donna Boonstra, Robert Carlson and Connie Schmoll

Ex Officio: Roger Imdieke and Bruce Peterson

Staff: Aaron Backman, Executive Director

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

Vice President Kelly TerWisscha called the meeting to order at approximately 11:01 a.m. and declared a quorum was present. Vice President TerWisscha introduced Kerry Johnson, the new board member who replaced Gary Gilman. Johnson provided some background information followed by self introductions.

AGENDA—Added under the Consent Agenda under Approve, was item 3c, Payment of \$2,500 to Vision 2040 for infrastructure stakeholder fee and item 4 Payment of \$34,000 as budgeted for the Leisure Travel Committee of the Willmar Lakes Area Convention & Visitors Bureau.

IT WAS MOVED BY Rollie Boll, SECONDED BY Kerry Johnson, to approve the Agenda and revised Consent Agenda. MOTION CARRIED.

CONSENT AGENDA—

- Approve:
1. Minutes of January 11, 2018 meeting
 2. Financial reports as of January 31, 2018
 3. Payment of bills
 - a. \$1,500 to Ehlers to be reimbursed by B & B Properties of Minnesota, LLC regarding Legacy on First TIF project
 - b. \$1,350 to WORKUP as budgeted under memberships
 - c. \$2,500 to Vision 2040 for infrastructure stakeholder fee
 4. Payment of \$34,000 as budgeted for the Leisure Travel Committee of the Willmar Lakes Area Convention & Visitors Bureau
- Accept: Committee/Subcommittee Minutes
1. Broadband and Advanced Technology 1/8/2018
 2. Business Retention Expansion/Recruitment 1/5/2018
 3. Marketing and Public Relations 12/18/2017
 4. Leisure Travel 11/6 and 12/4/2017

PROGRESS REPORTS

Willmar/Willmar Industrial Park. Bruce Peterson reported progress is being made on the 15th Street Flats housing project and all approvals are in place. A hearing will be held January 20th to rezone the property and they will then work on a development agreement. He is finishing a development agreement with B & B Properties for the Legacy on First project. Since the City of Willmar's administrative person for the airport left the city, they are looking at either hiring an airport manager or contracting with the fixed base operator to do it. Backman reported the new LTL facility for Magnum opened in January and there was a nice article in the *West Central Tribune*. Magnum has 13 truck routes and a first right of refusal on a lot east of its property. West Central Steel is now operating in its new building. Peterson reported West Central Steel's new expansion will be operated by 15 employees as it is automated. Peterson reported work continues on Schwieters Chevrolet's new location and final inspections will be done this week. Schwieters anticipates starting to sell cars at the new location by January 15. Backman reported the EDC was contacted by an educational facility looking for a location in Willmar and another one that wants to create a technology-based technical institute privately operated and funded to be located at MinnWest Technology Campus. It was noted that education is paying attention to the workforce shortage. A possible buyer has looked at the Kandi Entertainment Center. Peterson mentioned the change of meeting location for the Willmar City Council due to safety issues. Willmar City Hall recently installed safety glass and implemented changes where the public must be buzzed in at the main door.

Glacial Ridge Hospitality. Backman reported construction continues to move ahead on the GrandStay Hotel. United Prairie Bank is the lead lender for the project. The first floor walls of the hotel are up and work is also being done on the restaurant and event center. Art Benson stated the cement work is done. Johnson reported they plan to open Mother's Day weekend for the Governor's Fishing Opener.

Business Visits and Meetings. Backman provided information from Connie Schmoll's report (see attached), including the West Central Angel Fund I, Ag workshops being planned for this summer and Job Fair planning for March. Backman and Sam Bowen have suggested a Job Fair be held at Ridgewater College next year rather than at the Willmar Conference Center. Backman and Schmoll attended the EDAM Winter Conference, Ehlers Finance Conference and WORKUP Pitch Night. Schmoll attended the Mankato Ag Expo. Schmoll visited Coffee & More and Johnson recommended their salads and sandwiches. Backman and Schmoll have had meetings with an individual who is looking to open a new childcare center in Willmar. TerWisscha indicated he has a financing lead for a childcare center. Schmoll has been working with a new catering business in Raymond. Backman participated in a loan closing by Southwest Initiative Foundation (SWIF) for Ain-U-Shams that is located in Midtown Plaza. Backman the *West Central Tribune* recently did a nice article on Midtown Plaza. The *West Central Tribune* also had a nice article on DI Labs in Spicer, which Backman recently toured and suggested the board may wish to tour in the future. DI Labs recently purchased the largest 3D printer in Minnesota. Backman also participated in the Joint Powers Board meeting; the Chamber's tax planning workshop; Vision 2040 Refresh Event and planning session; and Grow Our Own event sponsored by SWIF on poverty and youth. Backman also attended a construction meeting at Midtown Plaza with the funders; a planning commission meeting on the 15th Street Flats project; and a Kandiyohi County planning commission meeting to rezone property for Black Bear Fish Houses that is relocating to Willmar from Litchfield. Roger Imdieke reported that as ownership

of property changes hands, Kandiyohi County is using those opportunities to rezone properties. Backman visited Spurs, a Mexican and seafood restaurant that will be located in Historic 313.

Highway 23 Coalition. Backman reported the Highway 23 Coalition board met this morning. Membership is now at 74 members, including 49 businesses, 16 units of government and 9 organizations and individuals that range from St. Cloud to Granite Falls. The Coalition's board decided today to become a member of the Transportation Alliance. The membership drive has gone very well and compares favorably to other highway coalitions. Backman stated other coalitions have noticed the activities of the Highway 23 Coalition. A general membership meeting will be held March 9, 2018 at the Blue Heron Restaurant in Cold Spring. Jason Duinick has arranged for Congressman Collin Peterson to be the keynote speaker. Also attending will be Congressman Emmer and Speaker of the House Kurt Daudt. Coalition members will attend Transportation Day at the Capitol on March 7th. Imdieke reported the board is deliberating about hosting a reception for legislators in March. The Legislative Committee is working on the details. The Coalition submitted two applications for Corridors of Commerce funds for the south and north gaps. Backman stated 100 projects were submitted of which 18 applications were in District 8. Both gaps have completed the environmental work. Many projects submitted have not had environmental assessments done. The Minnesota Department of Transportation plans to announce which projects have been selected at the end of March. Imdieke stated next week District 8 staff will be meeting with engineers and technical people on the two projects.

UNFINISHED BUSINESS—

Boards' Annual Planning Session. Backman reported he obtained quotes from three facilitators, Linda Mathiasen, Bruce Miles and Toby Spanier. After reviewing the proposals, Bruce Miles of Big River Group was selected at a cost of \$2,700. The planning session will be held March 29, 2018 in the Olson Room at Prairie Woods Environmental Learning Center from 8:30 a.m. to 3:00 p.m. Miles will be calling each board member. The chairs of each standing committee have also been invited to attend the planning session.

NEW BUSINESS—There was no new business.

COMMITTEE REPORTS

Broadband and Advanced Technology. Backman reported discussions are being held with Hiawatha Broadband Communications. The committee recently joined the Minnesota Rural Broadband Coalition. LTD Broadband has installed 35 towers in Kandiyohi County.

Business Retention and Expansion/Recruitment. The board received an update on the CNA program (see attached). All 13 who took the course were hired by program partners.

Finance. Backman reported the committee did not meet, but two prospects are looking at applying for loans.

Marketing and Public Relations. Backman reported the Highway 23 Coalition post card is being redone. Backman encouraged board members to look at the Coalition's website, www.highway23coalition.com and to like the Coalition's Facebook page.

Leisure Travel. The Leisure Travel Committee held its February 5 meeting at Spicer City Hall and received updates on the Governor's Fishing Opener. The food was catered by Coffee & More.

NEXT MEETING—The next board meeting is **11:00 a.m., Thursday, March 8, 2018** at the EDC Office, Willmar.

ADJOURNMENT—There being no further business,

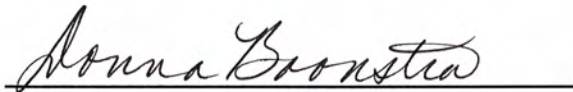
IT WAS MOVED BY Rollie Boll, SECONDED BY Art Benson, to adjourn the meeting.

The meeting was adjourned at approximately 12:20 p.m.



Art Benson, Secretary

APPROVED: 3/8/2018:



Donna Boonstra, President



**February 8, 2018 Joint Operations Board Meeting
Connie Schmoll Report**

Broadband

Started discussions with Hiawatha Broadband Company, the company installing fiber rings and fixed wireless hybrid systems in Renville and Sibley Counties.

Joined and attended first meeting of MN Rural Broadband Coalition. Hired a consultant who will be active at the Capital and plan a Broadband Action Day at the Capital.

Meanwhile, fast acting company, **LTD Wireless**, has deployed equipment on more than 35 towers in Kandiyohi County in the past 6 months. They are offering free installation and service to the farmers that provide a grain leg or other structure to install the equipment.

Frontier has started their build-out in sections of the area south of Willmar as proposed and funded with a Border to Border grant and federal funds.

Visited **MVTV Wireless**. They offer good customer service and continual upgrade of equipment. They report they know wireless is not the solution for the future but is certainly filling present day needs for those who do not have fiber.

West Central Angel Fund I

Social Event in January – 20 angels in attendance, reported they decided not to fund the businesses that was close- no agreement reached with the company. Chair Jeff Pattison attending One Million Cups and offering the business card to entrepreneurs. Bruce Behm very busy with investment committee vetting and interviewing applicants.

2017 Kandiyohi County Agriculture Producers BRE Program

AG Marketing Subcommittee

Planning for a 3-part series – for August 2018, including securing and retaining workforce for ag producers, technology in crop farming today and a presentation on food safety - possibly

Ad hoc task subcommittee formed to address the lost livestock facility development for Kandiyohi County and ask for County Board's renewed support for a livestock Support Resolution signed in 2004.



Business Meetings

Job Fair Planning

January:

Public Policy meeting and tour of new school

Broadband Coalition Meeting – newly formed Coalition with hired consultant – will do lobby work and plan an Action Day at the Capital

EDAM Conference – community projects: Worthington – site planning – mistakes made – adult day care and then church and business left. Business Assistance in low income communities, Business Incubation programs- CEDA Community and Economic Development Assoc. Tech Assistance and rental discounts for businesses using mixed use existing rental properties. Must be able to otherwise pay the total rent ad will need to after a few years. Qtr financial check-ups, business presents at EDA meeting,

Mankato Ag Expo – by Corn Growers and Soybean Growers

Ag Producers, Cheese Processors, Food Processing Equipment Companies

Angel Fund Social

Ehlers Conference – interesting information on retail trades, restaurants and a tour of Downtown Hopkins.

Work Up Pitch Night – three business presentations including: DisruptED – curriculum development business, Kim’s Business Consulting, and Yummy Face – natural make-up and skin products.

Business Visits

Coffee and More up and running in Spicer MN

Fly Leaf Book store – Heather

Working with Preservation Alliance on possible renovation at Spicer Castle

Willmar Child Care Center

Entertainment Center at the Mall

Catering Business in Raymond

Real Estate Company from Alexandria - ORB – on an investor owned building in Willmar

Aaron Backman

From: Amelia Amor <AAmor@clues.org>
Sent: Wednesday, January 31, 2018 4:04 PM
Subject: CLUES cohort update
Attachments: CLUES_CNA_Willmar_Spring2018.pdf

Greetings,

Our first cohort has been a success and we are moving forward with a spring cohort. Partnership will continue amongst Bethesda, Rice Hospital, and Ridgewater College to provide Certified Nursing Assistant Training to Latino participants.

Below is a recap on the fall cohort. Attached please find the spring CNA flier. Please help us with the recruitment process by distributing them among your community members.

As always, you may contact me with any questions.

COHORT DETAILS	
13	Registered for Success in Nursing Training (held week prior to CNA courses)
11	Continued on to CNA cohort
10	Successfully met class requirements and received certifications
PARTICIPANT PLACEMENTS	
#	Employer / Continuing Education
2	Bethesda Advanced: Dietary Aide → Nursing Assistant
6	Rice Memorial Hospital 5 Interviewed: <ul style="list-style-type: none">2 Accepted positions at Rice Care Center1 Will begin in April (after current Spring classes)2 Unable to reach1 Recently submitted application
1	Stevens County Medical Center
1	Ridgewater College <ul style="list-style-type: none">Continuing Nursing

Best,

Amelia Amor | Latino Workforce Initiative Navigator

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M-F 2pm-430pm (Office Hours)