



Kandiyohi County & City of Willmar  
ECONOMIC DEVELOPMENT COMMISSION

**JOINT OPERATIONS BOARD MEETING  
AGENDA**

**11:00 a.m., September 10, 2020  
Via ZOOM Video Conference**

11:00 **CALL TO ORDER** (7 members/4 = quorum) . . . . . President Kelly TerWisscha

11:01 **ADDITIONS OR DELETIONS TO AGENDA OR CONSENT AGENDA** . . . . . President TerWisscha

**11:03 CONSENT AGENDA**

- Approve:
1. Minutes of August 13, 2020 meeting
  2. Financial reports as of August 31, 2020
  3. Payment of bills over \$1,000:
    - a. Invoice No. 20-195-2.3 from Achieve for \$1,202.50 to be paid from the CPR Grant Program
    - b. Invoice No. 88203 from Print Masters for \$1,382.96 (\$1,311.76 to be paid from the CPR Grant Program)
    - c. Invoice No. 54963 from General Mailing for \$1,007.57 to be paid from the CPR Grant Program

Ratify email votes:

1. Pay Invoice No. 20-195-2.2 from Achieve for \$2,047.50 to be paid from the CPR Grant Program
2. Approve the purchase of an HP ProDesk 600 G5 SFF computer and HP E273m 27" Full HD LED LCD Monitor with HD webcam and microphone per Quote No. BOTQ17931 from Bennett Office Technologies in the estimated amount of \$1,532.59

Accept: Committee/Subcommittee Minutes

1. Agriculture and Renewable Energy Development 7/16/2020
2. Broadband and Advanced Technology 8/3/2020
4. Business Retention and Expansion/Recruitment 6/5/2020
5. Finance 6/9, 6/30, 7/7, 7/14, 7/28, 8/4 and 8/11/2020

11:06 **ITEMS REMOVED FROM CONSENT AGENDA** ..... President TerWisscha

11:15 **UNFINISHED BUSINESS**

1. Update on COVID-19 Response ..... Aaron Backman/Connie Schmoll
  - a. COVID-19 Business Assistance Loan (COBAL) Program
  - b. Immigrant Business Disaster Relief Grant Program
  - c. CARES Pandemic Relief (CPR) Grant Program

11:45 **NEW BUSINESS**

1. 2019 Audit ..... Kasey Nelson
2. Raymond Assisted Living Market Analysis Cost Share ..... Connie Schmoll

12:10 **PROGRESS REPORTS**

1. Willmar/Willmar Industrial Park ..... Dave Ramstad/Aaron Backman
2. Agricultural Innovation ..... Connie Schmoll
3. Broadband ..... Connie Schmoll

12:45 **ADJOURNMENT** ..... President TerWisscha

**NEXT MEETING**—The next regular board meeting is **11:00 a.m., Thursday, October 8, 2020** via ZOOM video conference and \_\_\_\_\_ in-person at the EDC Office, 222 20<sup>th</sup> Street SE, Willmar