

## DANUBE ECONOMIC DEVELOPMENT AUTHORITY

President Sharpe called the Wednesday, March 13, 2019 meeting of the Danube Economic Development Authority to order at 6:00 p.m. Present were: Keith Sharpe, Gene Alex Sr., Nick Bruns, Jeff Freitag and Rick Marks.

Absent: None

### Oath of Office

Jeff Freitag took the Oath of Office. EDA members welcomed Jeff to the board

### Approval of Agenda

*Nick Bruns moved and Rick Marks seconded a motion to approve the agenda as listed with an addition of Janice French – Heat Tape and Entry Way under Old Business. The motion carried unanimously.*

### Approval of Minutes

*Gene Alex moved and Nick Bruns seconded a motion to approve the minutes from the last meeting. The motion carried unanimously.*

### Old Business

*Budget – Nick Bruns handed out a packet for the EDA 2019 Budget. Included in the packet is an overall budget along with breakdowns for each unit with income and expenses. The EDA members reviewed the information presented from Rick Marks and Nick Bruns. Dotty will email Nick Bruns the prior year registers to review for any appliances that were purchased.*

*Fire Incident at the EDA Apartments – Follow Up – Rick Marks has a copy of the incident report but forgot it at home. Rick Marks will bring the report up to the City Office and if any of the EDA members wish to review the report can stop at the City Office.*

*Janice French – The EDA members reviewed the quote from Mickels Construction and asked for a drawing for an overhang at the apartments and a new quote for one (1) unit and all four (4) units. Gene Alex will contact Mickels Construction for the drawing and quotes. Keith Sharpe stated that Jeff Sindelir is still interested in doing the doors yet at the other three (3) units. Jeff was not interested in doing the roof at Janice's unit. Keith Sharpe will talk to Jeff about the doors. Dotty presented a letter written from Janice French to the EDA members. The EDA members discussed the heat tape at Janice French's unit and decided to reimburse Janice for the electric use of the heat tape strip.*

*Keith Sharpe moved and Nick Bruns seconded a motion to approve reimbursing Janice French \$100.00 for the electricity used for the heat tape strip. The motion carried unanimously.*

*Keith went to Janice French's unit due to a sink leak and discovered it was the garbage disposal that was leaking. Janice asked that if she paid for the repairs that she could keep the garbage disposal. The EDA members discussed the garbage disposal and decided to have Keith Sharpe speak with Janice French about the garbage disposal and by the two choices of who to install the garbage disposal.*

## **Accounts Payable & Financial Report**

The EDA members reviewed the financial reports.

*Rick Marks moved and Nick Bruns seconded a motion to approve the financial statement and pay the bills as submitted by EDA Secretary-Treasurer Dotty Schnobrich. The motion carried unanimously.*

## **New Business**

**Election of President and Vice President** – The EDA members discussed electing a President and Vice President.

*Rick Marks moved and Gene Alex seconded a motion to elect Keith Sharpe as President of the EDA for one year. The motion carried unanimously.*

*Gene Alex moved and Keith Sharpe seconded a motion to vote between Nick Bruns or Rick Marks as Vice President for one year. The members voted with 4 in favor of Nick Bruns and 1 in favor of Rick Marks.*

**Signers at Minnwest Bank** – Dotty informed the EDA members that Cindy Mertens needed to be removed off of the account at Minnwest Bank and a new person would need to be added to the checking account.

*Rick Marks moved and Gene Alex seconded a motion to authorize Keith Sharpe to perform financial transactions dealing with the Danube EDA and remove Cindy Mertens. The motion carried unanimously.*

**2019 Maintenance Agreements** – The EDA members discussed the maintenance being done at the apartments and the work Randy Krueger from RMK Construction has been doing.

*Keith Sharpe moved and Rick Marks seconded a motion to approve hiring RMK Construction to do the same maintenance agreement as last year which includes Spring, Summer and Fall. The motion carried unanimously.*

The next regular EDA meeting will be on June 12, 2019 at 6:00 pm.

**Future Business** – None

## **Adjournment**

*There being no further business to discuss, Rick Marks moved and Gene Alex seconded a motion to adjourn the meeting at 6:54 pm. The motion carried unanimously.*

Respectfully submitted,

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Dotty Schnobrich, Secretary - Treasurer