

MINUTES OF THE ORONOCO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MONTHLY MEETING

Tuesday, October 24th, 2023
Unapproved Meeting Minutes

Pursuant to do call and notice thereof, a regular meeting of the Hayfield EDA was held at City Hall this 24th Day of October, 2023 at 6:30 p.m.

The following Commissioners were present: Mayor Ryland Eichhorst, Jan Thronson, Jeff Schuppe and Adam Beadling

Also Present: CEDA Vice President, Chris Giesen & CEDA Associate Rebecca Charles

Absent: Jamie Rothe

- I. CALL TO ORDER & ROLL CALL:** Meeting CALLED TO ORDER at 6:33 p.m. by Mayor Ryland Eichhorst.
- II. APPROVAL OF OCTOBER MEETING AGENDA:** Following a review of the agenda, a “MOTION TO APPROVE THE AGENDA” was made by J. Thronson. Motion was seconded by A. Beadling with all present members voting “AYE”.
Motion Passed: 4-0
- III. APPROVAL OF SEPTEMBER EDA MEETING MINUTES:** Following a review of minutes from the September meeting, a “MOTION TO APPROVE SEPTEMBER 2023 MEETING MINUTES” was made by J. Trondson. Motion was seconded by R. Eichhorst, with all present members voting “AYE”.
Motion Passed 4-0
- IV. COMMISSIONER REPORTS**
 - A. Mayor Eichhorst
 - i. Resignation of Commissioner Marcia Krieger: Letter of resignation was shared with the board and cited the October 17 City Council meeting and firing of the City Administrator as the major reason for her resignation.
 - ii. City Council will begin the process of replacing Councilwoman Krieger and the mayor will then appoint a council member to the EDA.
 - iii. Two Sisters Restaurant: wanting to put in foundation and footings this fall rather than wait for spring. Site plan is being approved and the business hopes to have a Summer Opening.
 - iv. Mayor Eichhorst read to the board a message from the former City Administrator which thanked the board
- V. STRATEGIC PLANNING (Chris Giesen, CEDA)**
 - A. Chris Giesen provided some EDA operation details and expressed how to best move forward with EDA planning. R. Charles will provide a draft set of by-laws for the board to review at the October EDA meeting.

Chris also explained the process by which R. Charles will begin getting to know the community, its businesses and its leaders.

- B. R. Charles took a moment to go over the plan for Community Engagement process.
- C. Planning and Zoning is currently working on updating city codes. Expected to start in January 2024. Would like to have the EDA include questions regarding this project within the community engagement surveys.

VI. NEW BUSINESS

- A. Review EDA Officer Roles & Appoint Replacement Commissioner – No Update
- B. CEDA Contract: R. Charles will plan to be in the office one day each week (Thursdays tentatively)
- C. Review Community Engagement Planning & Facilitation action items and CSP
- D. Budget Update – No Update
- E. Brainstorming – No Update

VII. OLD BUSINESS

- A. **Admin Items:** These will be addressed at a future meeting after the new board coordinator and city office have had a chance to connect.

VIII. EDA COORDINATOR UPDATES

- A. Coordinator’s Report: No additional updates

IX. WALK ON ITEMS:

- A. Chris Giesen of CEDA informed the board of the upcoming CEDA Partnership Event in Stewartville on November 9th at 5:00 PM. R. Charles will ensure invitation information gets sent out to the board by the end of the week. R. Charles will also get commissioners added to the CEDA monthly mailing list.

- X. **ADJOURN:** A “MOTION TO ADJOURN” was made by R. Eichhorst. Motion was second by J. Schuppe with all present members voting “AYE”.

Motion Passed 4-0

Meeting was adjourned at 7:30 pm.

Next meeting will be held on Tuesday, November 28th, 2023 at 6:30 PM.

Meeting Notes Submitted by:



EDA Coordinator, Rebecca Charles