

**CITY OF ORONOCO
ECONOMIC DEVELOPMENT AUTHORITY
BOARD OF COMMISSIONERS
MINUTES
June 26, 2023 @ 6:30 pm
<https://us02web.zoom.us/j/83301458585>**

I) CALL TO ORDER

Executive Director Sunny Bjorklund Schultz called the June 26, 2023, EDA meeting to order at 6:35 p.m.

II) ROLL CALL – EDA Executive Director Sunny Bjorklund Schultz

Ryland Eichhorst (Council member)
 Jamie Rothe
 Jeff Schuppe

Marcia Krieger
 Adam Beadling
 Dana Bergner (Council member)
 Jan Thronson

III) APPROVAL OF AGENDA

**Motion by Thronson, seconded by Krieger, to approve the agenda as presented.
Voice vote followed. Motion carried (7-0).**

IV) GENERAL BUSINESS

A. FYI: MISCELLANEOUS

E/D Bjorklund Schultz noted the materials that were included with the agenda packet, specifically:

- CEDA ANNUAL REPORT 2022
- LMC Making Meetings Work
- Robert’s Rules of Order – Cheat Sheet

B. DISCUSSION: OFFICERS pursuant to MN Statute § 469.096

E/D Bjorklund Schultz noted the officers required pursuant to MN Statute are to consist of President, Vice President, Treasurer, Secretary and Assistant Treasurer. The Secretary and Assistant Treasurer need not be commissioners but may be at the discretion of the Commission.

Bjorklund Schultz also noted that nominations and elections may be conducted:

- (a) individually to develop a slate of nominees to offices followed by one motion to elect the slate; OR
- (b) in concert by office, that is, nominations for President followed by motion to elect the nominee to office; nominations for Vice President followed by motion to elect the nominee to office, etc.

Motion by Krieger, seconded by Thronson, to take the offices individually, nominating and electing by each office.

Voice vote followed. Motion carried (7-0).

C. NOMINATION OF OFFICERS

D. ELECTION OF OFFICERS

these items taken together per preceding motion

➤ **President**

Eichhorst nominated himself for President given his history with City as Council member and mayor, as well as his extensive involvement on other committees and work to bring an EDA to Oronoco.

Thronson nominated Krieger who respectfully declined.

Krieger moved to nominate Rothe, seconded by Schuppe, but Rothe respectfully declined. Rothe did indicate a willingness to serve as Vice President.

Motion by Beadling, seconded by Bergner, to elect Eichhorst as President.
Voice vote followed. Motion carried (7-0).

➤ **Vice President**

Motion by Bergner, seconded by Krieger, to nominate and elect Rothe as Vice-President.
Voice vote followed. Motion carried (7-0).

➤ **Treasurer**

Motion by Beadling, seconded by Eichhorst, to nominate and elect Krieger as Treasurer.
Voice vote followed. Motion carried (6-0; Krieger abstained).

➤ **Secretary**

Motion by Bergner, seconded by Krieger, to nominate and elect Bjorklund Schultz as Secretary.
Voice vote followed. Motion carried (7-0).

➤ **Assistant Treasurer**

Beadling stated he would be willing to serve as Assistant Treasurer if he could avoid being Secretary, thereby, self-nominating.

Motion by Beadling, seconded by Schuppe, to elect Beadling as Assistant Treasurer.
Voice vote followed. Motion carried (7-0).

E. DISCUSSION:

1. BYLAWS

Sample documents –

- EDA Handbook (distributed on May 30, 2023)
- Pine Island EDA Bylaws*
- Wanamingo EDA Bylaws*

Discussion ensued regarding the various sample bylaws included in the packet or provided earlier. It was noted that the Pine Island bylaws were from 1993. After considerable discussion it was agreed that Commissioner Krieger and the Executive Director would work on developing proposed bylaws to bring back to the Commission for discussion and consideration.

2. NEXT STEPS

a. Meetings

E/D Bjorklund Schultz noted that she has been in contact with Chris Giesen of CEDA regarding strategic planning and developing a work plan for the Oronoco EDA.

Unfortunately, Giesen has a standing commitment for the fourth Monday of each month and is unavailable but could do the fourth Tuesday. The Executive Director and Giesen are thinking the work could be completed, in whole or in part, over four meetings (August, September and October).

For the next meeting, it was agreed that Eichhorst should give a presentation to the Commission on a bit of the history of development in the city, future land use planning and

mapping, etc. In advance of the July meeting, the Executive Director agreed to share documents previously provided to Planning & Zoning Commissioners, specifically:

- Future Land Use Plan (FLUP) map
- 2006 Comprehensive Plan
- 2016 Design Plan

Motion by Thronson, seconded by Eichhorst, to leave the July meeting on the fourth Monday (July 24) as previously agreed upon, and move the August, September, and October meetings to the fourth Tuesday (August 22; September 26; and October 24) (a) to accommodate CEDA staff and (b) as a trial period, with discussion of set meeting date to be determined thereafter. Meeting time remains 6:30 PM. Voice vote followed. Motion carried (7-0).

b. Accounts

Discussion ensued regarding the bank account, Treasurer bond, and email accounts the EDA and commissioners should obtain. The Executive Director agreed to investigate these items.

c. Brainstorming

Discussion ensued regarding businesses that the city might wish to seek out and to consider cities with similar populations divided by a major highway with no bank, no school, etc. and how they have handled economic development (or not). More to come on this as CEDA facilitates development of a work plan for the EDA and city, but Commissioners should be giving some thought on what might be envisioned for Oronoco to bring to the discussion.

V) ADJOURNMENT

Motion by Rothe, seconded by Eichhorst, to adjourn the June 26, 2023, EDA meeting at 8:04 p.m. Voice vote followed; motion carried unanimously.

Ryland Eichhorst, President

Attest:

Sunny Bjorklund Schultz, E/D and Secretary