



**WRIGHT COUNTY**  
Economic  
Development  
Authority

## ECONOMIC DEVELOPMENT AUTHORITY (EDA) AGENDA

**DATE: June 10, 2021**

**TIME: 10:00-11:30**

**MEETING LOCATION: County Board Room & Teams**

Darek Vetsch, President  
Christine Husom, Vice-President  
Mark Daleiden  
Mary Wetter  
Michael Kaczmarek  
Teri Lachermeier  
Phil Kern

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### AGENDA ITEMS

- I. Approve previous meeting minutes**
- II. Claims**
- III. Update on city and township participation in the EDA**
- IV. Human Services Center update**
- V. WSB / IAG Commercial Introduction**
- VI. Action items / agenda for next meeting**

**cc:** EDA Board  
Lee Kelly  
Elizabeth Karels  
Bruce Kimmel  
Jolene Foss  
Jennifer Nash  
Laureen Bodin  
Stephen Grittman  
Frank Petitta  
Lindsey Meyer  
Heather Lemieux  
Greg Kryzer  
Tim Dahl

**Minutes:** Angie Fisher

**POST**



WRIGHT COUNTY  
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## MEETING MINUTES

### ECONOMIC DEVELOPMENT AUTHORITY

MAY 13, 2021

Darek Vetsch, President  
Christine Husom, Vice-President  
Mark Daleiden  
Mary Wetter  
Michael Kaczmarek  
Teri Lachermeier  
Phil Kern

DATE APPROVED: [DATE]

**Members Present:** Commissioner Vetsch, Commissioner Husom, Commissioner Wetter, Commissioner Kaczmarek, EDA Executive Director Kelly, Attending Remotely: EDA Commissioner Kern, EDA Commissioner Lachermeier

**Members Absent:** Commissioner Daleiden

**Others Present:** Elizabeth Karels, Jennifer Nash, City of Buffalo, Jolene Foss, WCEDP, Erin Walsh, Buffalo Resident; Attending Remotely: Bruce Kimmel, Ehlers Inc, Lindsey Meyer, John Holler, Heather Lemieux, Greg Kryzer

THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE EDA BOARD

#### **I. Approve previous meeting minutes**

EDA Commissioner Husom moved to accept the minutes from 4-8-21. The motion was seconded by Commissioner Wetter and carried 5-0. EDA Commissioner Lachermeier was connected remotely however, were unable to vote.

#### **II. Update on city and township participation in the EDA**

Project Administrator Elizabeth Karels gave an update on the EDA. There are 16 cities and townships that have opted into the EDA, two have opted out, and the other 17 have not decided.

#### **III. RFP - Redevelopment Assessment of the Wright County Government Center**

Karels said the Request for Proposals (RFP) were posted on April 19, 2021 and advertised in several different locations. Direct contact was made with several firms and five firms submitted notice of intent to bid; however, only two firms submitted proposals.

The two firms that submitted proposals were, WSB teaming up with IAG Commercial and HR&A Advisors, Inc. The two firms had similar proposals in terms of the approach, schedule and experience. The biggest difference was the price point.

Bruce Kimmel, Ehlers Inc., said he believed WSB was more on the mark with what the EDA wants to get from this project. Kaczmarek said when you are deciding between two different firms, references are important when making this decision.

Husom moved to approve WSB, pending reference checks. The motion was seconded by Kaczmarek and carried 6-0 on a roll call vote.

#### **IV. Health and Human Services Building – next steps**

Vetsch said the County needs to ramp up marketing for the Health and Human Services Building and whomever purchases it can take occupancy in mid-January 2022. County Administrator Lee Kelly confirmed with the new timeline that would be about the time the new owners could start to occupy the building.

Husom and Kaczmarek said there should be a grace period from the time the building is vacant until the time someone else will be moving in. There could be unexpected issues that come up and the County needs to plan for such.

Kelly said over the past few years he has been contacted by various people interested in the Health and Human Services Building. Vetsch suggested having Communications Specialist John Holler put out a press release in late June, early July regarding the liquidation of the Health and Human Services Building.

Husom asked how many acres the property is. Kelly said the building itself is 33,000 square feet.

**RECOMMENDATION:**

**The Board recommends Holler and Karels work on putting together a marketing plan and press release for late June, early July regarding the sale of the Health and Human Services Building.**

**V. Action items / agenda for next meeting**

Vetsch would like to have a goal setting summit for cities and townships participating in the EDA. He would also like to discuss the American Rescue Plan as more information comes out. Lachermeier said it would be good to have stakeholders meetings so the EDA can be transparent for those cities and townships that are participating in the EDA.

The meeting adjourned at 10:48 A.M.

Economic Development Authority Minutes submitted by Angie Fisher, Administrative Specialist.



Board Meeting Date:	
Requester's Name	
Board Action Requested:	
Background/Justification:	

\*\*\* WRIGHT COUNTY \*\*\*



ACCOUNT ACTIVITY REPORT

Page Break Option: 1 1 - Page Break by FUND Print Service Dates: No
2 - Page Break by DEPT

Sort: 1st: 2nd: 3rd 4th 5th 6th F - G/L OBJECT WITHIN FUND NUMBER
G D T N M W G - G/L ACCOUNT NUMBER
P - G/L OBJECT WITHIN DEPT NUMBER
D - TRANSACTION DATE
M - G/L MONTH & YEAR
N - VENDOR/PAYER NAME
T - TYPE OF TRANSACTION
W - RECEIPT/WARRANT NUMBER

Range Subtotals: 1 1 - No Subtotals
2 - Detail and Subtotals by OBJECT Range
3 - Subtotals only by OBJECT Range
4 - Account Totals and Subtotals by OBJECT Range
5 - Account Totals and Subtotals by PROGRAM
Range

Report Basis: 1 CASH Only This Basis?: No

Print YTD Totals: No Type of Report: 1 1 - DETAIL
2 - ABBREVIATED

G/L Months: From: 05/2021 Thru: 05/2021

Comment:
FUND Range From 1 Thru 1
DEPT Range From 724 Thru 724

# \*\*\* WRIGHT COUNTY \*\*\*



Fund 01 - GENERAL REVENUE FUND

## ACCOUNT ACTIVITY REPORT

From: 05/2021 Thru: 05/2021

Report Basis: 1

Tran	Vendor	G/L	Receipt/Warrant					Invoice	Accr	
SC	Type	Month	Number	Date	Seq	Amount	Description / Service Dates	Number	Cd	Basis R1R2
<b>DEPT 724 - ECONOMIC DEVELOPMENT</b>										
<b>PROGRAM 000</b>										
<b>01-724-000-0000-6261 - PROFESSIONAL SERVICES</b>										
DI	DI	4743-BRIDGETOWER MEDIA	05/2021	268067	05/11/2021	333	30.40	FINANCE & COMMERCE PROF SVCS	745038746	1
<b>01-724-000-0000-6261 - PROFESSIONAL SERVICES</b>										
						<b>Total</b>	<b>30.40</b>			
						<b>PROGRAM 000 Total</b>	<b>30.40</b>			
						<b>DEPT 724 - ECONOMIC DEVELOPMENT Total</b>	<b>30.40</b>			
						<b>Fund 1 - GENERAL REVENUE FUND Total</b>	<b>30.40</b>			
<b>1 Transactions</b>		<b>1 Accounts</b>				<b>Final Total</b>	<b>30.40</b>			