

**City of Battle Lake  
Economic Development Authority  
Thursday, November 4, 2021**

The Battle Lake Economic Development Authority met in regular session on Thursday, November 4, 2021 at Battle Lake City Hall. Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Leigh Shebeck, Richard Bullard, Darren Kern, Steve Young, Don Maslow, and Josie Schmidt. Also, present were Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer, and Sean Belmont, along with Katrina Ball and Chelsey Norberg from Lakes Area Community Center.

Bullard made a motion to approve the agenda. Maslow seconded. MCU

Shebeck made a motion to approve the minutes. Schmidt seconded. MCU

Shebeck made a motion to approve the financials. Bullard seconded. MCU Some larger bills were paid, and Martin is working on grant reimbursements. Next month, she will work on a fund transfer and loan resolution from the General Fund to the EDA.

**Hatchery Row:**

- LACC – Chelsey Norberg and Katrina Ball were in attendance to give an update:
  - Community Partners Meeting Recap was distributed.
  - The Board has continued to work on by-law changes and the final job description for their Executive Director.
  - Closing on their building has been delayed until January 5, 2022.
  - The LACC Board has had conversations about the budget and making it work at Hatchery Row. They are still waiting on a lease agreement from Goodneighbors.

**Housing Committee**

- No update on property for development.
- HRA/MN Housing grant – will know if it has been funded in January.

**Student Ex-Officio Member of EDA**

With the resignation of Darren Kern as Superintendent of the school, we do not know where this stands. Dorn will reach out to Janelle Kraemer, business teacher, to see if she can partner some students with the EDA as ex-officio members.

**Annual Meeting**

- Scheduled for Thursday, February 3<sup>rd</sup> at noon – Shoreline Restaurant.
- Meal – Taco Bar
- Tentative speakers – Jordan Rasmussen (he has confirmed he will come if he is able) and new LACC Director.
- Give LACC some time to speak on a new membership program.
- Annual Update.

**Business Survey**

- Compiled results were distributed. We received thirty-two surveys back with some useful information.
- Martin will create some action plans based on the survey results to be reviewed at the next meeting.
- Training options were discussed as some survey responders checked their desire to have some forms of training. Shebeck is willing to do Customer Service training at no

cost. It was decided to have a training the end of February at City Hall and offer a free meal. The training lasts four hours so we will do two sessions at two hours each. We could also offer a zoom option. Shebeck will redo the description and will collaborate with Martin on the schedule. We can promote it with the annual meeting.

Otter Tail County CDA minutes were distributed.

Next meeting is Tuesday, December 2, 2021 at 7:00 a.m.

Adjourn at 8:10 a.m.

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Valerie J. Martin, Clerk/Treasurer/EDA Director/Zoning Officer