

HIBBING ECONOMIC DEVELOPMENT AUTHORITY

REGULAR MEETING AGENDA

Wednesday, July 20, 2022

4:45 p.m.

ATTENDANCE:

Vice President Rick Cannata	_____	Greg Pruszinske, City Administrator	_____
Member Shelly Hanson	_____	Andy Borland, City Attorney	_____
Member John Schwebierger	_____	Candie Seppala, Sr Exec Assistant	_____
Member John Schwebierger	_____	Sheena Mulner, City Clerk-Treasurer	_____
Member Steve Jurenes	_____	Betsy Olivanti, Comm, Dev. Director	_____
Member Jennifer Hoffman Saccoman	_____		
President Shari Majkich Brock	_____		

CALL HEDA MEETING TO ORDER:

ADDITIONS/DELETIONS:

APPROVAL OF MINUTES:

- **Approve the Minutes of the Regular Meeting of Hibbing Economic Development Authority for June 1, 2022**

CONSENT AGENDA:

1. Affirm Economic Development Loan Fund balance as of June 30, 2022 in the amount of \$
2. Approve disbursements for the month of June, 2022 in the amount of **\$8,388.00**
 - Chisholm Hibbing Airport Authority (July, 2022 rent) \$ 300.00
 - Sellman Law Office invoice for HEDA – May, 2022 \$ 297.50
 - Sellman Law Office invoice for HEDA – June, 2022 \$ 157.50
 - Lockridge Grindal Nauen P.L.L.P. – June, 2022 \$ 1,650.00
 - ODC – May 24-31, 2022 \$ 1,154.75
 - ODC – June 2022 \$ 4,828.25
3. Set the HEDA Working Session for Tuesday, August 16, 2022 at 5:00 pm, City Hall Council Chamber
4. Set the Regular Meeting of HEDA for Wednesday, August 17, 2022 at 4:45 p.m.

BOARD REPORTS:

ADJOURNMENT:

Chisholm-Hibbing Airport Authority

11038 Hwy 37
Hibbing, MN 55746

INVOICE

Invoice Number: 8058
Invoice Date: Jul 1, 2022
Page: 1

Voice: 218-262-3452
Fax: 218-262-6245

Bill To:

Hibbing Econ. Development Authority
401 East 21st Street
Hibbing, MN 55746

Ship to:

Hibbing Econ. Development Authority
401 East 21st Street
Hibbing, MN 55746

Customer ID	Customer PO	Payment Terms	
Hibbing EDA		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Courier		7/31/22

Quantity	Item	Description	Unit Price	Amount
		Hibbing Animal Shelter Ground Lease--July 2022		300.00
Subtotal				300.00
Sales Tax				
Total Invoice Amount				300.00
Payment/Credit Applied				
TOTAL				300.00

Check/Credit Memo No:

SELLMAN BORLAND & SIMON PLLC

Attorneys at Law

Richard K. Sellman - Retired
Andy Borland
Jaclyn Corradi Simon

1907 Third Avenue East, Suite 2
P.O. Box 37
Hibbing, Minnesota 55746
Telephone (218) 262-5502
Facsimile (218) 263-4060
attorneys@sellmanborlandsimon.com

May 31, 2022
mailed June 2, 2022

Greg Pruszinske
City Administrator
City of Hibbing
401 East 21st Street
Hibbing, Minnesota 55746

cc: Candie Seppala
Senior Executive Assistant
City of Hibbing
401 East 21st Street
Hibbing, Minnesota 55746

Date	Services Provided	Time
Legal Services to Hibbing Economic Development Authority (HEDA) for the month of May 2022, including the following:		
05/03/22	Conference with attorney Rick Prebich regarding Speculative Building; e-mail City Clerk Sheena Mulner	.625
05/13/22	Review e-mail from and e-mail to Sheena Mulner	.125
05/17/22	Call from Sheena Mulner; call to Senior Executive Assistant Candie Seppala	.125
05/31/22	Attend HEDA Working Session	<u>1.250</u>
	Total Hours	<u>2.125</u>

ATTORNEY'S FEES:

2.125 hours at \$140.00 per hour \$297.50

cc: Sheena Mulner, City Clerk - via email only

SELLMAN BORLAND & SIMON PLLC

Attorneys at Law

Richard K. Sellman - Retired
Andy Borland
Jaclyn Corradi Simon

1907 Third Avenue East, Suite 2
P.O. Box 37
Hibbing, Minnesota 55746
Telephone (218) 262-5502
Facsimile (218) 263-4060
attorneys@sellmanborlandsimon.com

June 30, 2022
mailed July 7, 2022

Greg Pruszinske
City Administrator
City of Hibbing
401 East 21st Street
Hibbing, Minnesota 55746

cc: Candie Seppala
Senior Executive Assistant
City of Hibbing
401 East 21st Street
Hibbing, Minnesota 55746

Date	Services Provided	Time
Legal Services to Hibbing Economic Development Authority (HEDA) for the month of June 2022, including the following:		
06/01/22	Attend HEDA Meeting	.375
06/02/22	Prepare directive; e-mail Senior Executive Assistant Candie Seppala regarding Scranton Iron; e-mail Candie Seppala regarding Bruce Eichorn/Eagle Eye Properties loan	.500
06/04/22	Review file; note to file	.125
06/14/22	Letter to Anna Show	.125
	Total Hours	<u>1.125</u>

ATTORNEY FEES:

1.125 hours at \$140.00 per hour..... \$157.50

cc: Sheena Mulner, City Clerk - via email only



Mail payment to:
1520 Hwy. 32 S.
Thief River Falls, MN 56701

Phone: (218) 681-4949
Fax: (218) 681-7635
odcmn.org
accountsreceivable@odcmn.org

Invoice

Date	Invoice #
6/3/2022	7156851

Bill To
CITY OF HIBBING Attn: Candie Seppala 401 EAST 21ST ST HIBBING, MN 55746

Ship To
CITY OF HIBBING Attn: Candie Seppala 401 EAST 21ST ST HIBBING, MN 55746

P.O. Number	S.O. No.	Due Date	Ship	Via	Terms	F.O.B.
		7/3/2022	6/3/2022		NET 30	

Item Code	Quantity	Description	Price Each	Amount
775154501	37.25	May 2021 Downtown Clean-Up (May 24 - 31)	31.00	1,154.75
10146-6500-492				
146				
ODC's Mission: "Developing the skills of individuals with disabilities by providing opportunities for suitable, sustainable employment that results in greater independence."			Sales Tax (0.0%) \$0.00 Total \$1,154.75 Payments \$0.00 Balance Due \$1,154.75	

RETURN POLICY:

ALL PRODUCT RETURNS ARE SUBJECT TO A 20% RESTOCKING FEE & SHIPPING RETURNS WILL NOT BE ACCEPTED AFTER 30 DAYS.

We will begin charging a finance fee effective 10/1/2019. Past due accounts will be subject to a late charge of \$1.00 or 5% on invoices considered past due. Past due is any invoice that is older than 30 days.



Mail payment to:
1520 Hwy. 32 S.
Thief River Falls, MN 56701

Phone: (218) 681-4949
Fax: (218) 681-7635
odcmn.org
accountsreceivable@odcmn.org

Invoice

Date	Invoice #
6/30/2022	7156913

Bill To
CITY OF HIBBING Attn: Candie Seppala 401 EAST 21ST ST HIBBING, MN 55746

Ship To
CITY OF HIBBING Attn: Candie Seppala 401 EAST 21ST ST HIBBING, MN 55746

P.O. Number	S.O. No.	Due Date	Ship	Via	Terms	F.O.B.
		7/30/2022	6/30/2022		NET 30	

Item Code	Quantity	Description	Price Each	Amount
775154501	155.75	June 2021 Downtown Clean-Up	31.00	4,828.25

ODC's Mission: "Developing the skills of individuals with disabilities by providing opportunities for suitable, sustainable employment that results in greater independence."	Sales Tax (0.0%)	\$0.00
	Total	\$4,828.25
	Payments	\$0.00
	Balance Due	\$4,828.25

RETURN POLICY:

ALL PRODUCT RETURNS ARE SUBJECT TO A 20% RESTOCKING FEE & SHIPPING RETURNS WILL NOT BE ACCEPTED AFTER 30 DAYS.

We will begin charging a finance fee effective 10/1/2019. Past due accounts will be subject to a late charge of \$1.00 or 5% on invoices considered past due. Past due is any invoice that is older than 30 days.

LOCKRIDGE GRINDAL NAUEN P.L.L.P.

Attorneys at Law
SUITE 2200
100 WASHINGTON AVENUE SOUTH
MINNEAPOLIS, MINNESOTA 55401
TELEPHONE (612) 339-6900

DATE

6/1/2022

Statement No. 114684
Page : 1
Client ID : 07368-0040
Government Relations

City of Hibbing
Candie Seppala
401 East 21st Street
Hibbing, MN 55746

Please detach here. Return this portion with your payment. Thank you.

Professional services rendered for the month of June 2022.

3,300.00

Receipts

05/23/2022 Payment

9,900.00

Total Receipts: 9,900.00

Total Current Billing: 3,300.00

Previous Balance Due: 9,900.00

Total Payments Received: -9,900.00

Total Now Due: 3,300.00