HIBBING ECONOMIC DEVELOPMENT AUTHORITY

REGULAR MEETING AGENDA

Wednesday, December 1, 2021
5:00 PM
City Hall Council Chamber

REVISED

ATTENDANCE:

Member Jennifer Hoffman Saccoman	___	Pete Hyduke, City Administrator	___
Vice President Rick Cannata	___	Candie Seppala Sr. Executive Assistant	___
Member Roger Kivela	___	Sheena Mulner, Clerk's Office	___
Member Shelly Hanson	___	Andy Borland, City Attorney	___
Member John Schweiberger	___	John Tourville, Special Projects	___
Member Steve Jurenes	___		
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 of October 20, 2021

CONSENT AGENDA:

1. Affirm Economic Development Loan Fund balance as of October 31, 2021 in the amount of $485,356.79

2. Approve disbursements for the month of December, 2021 in the amount of **$4,477.50**

• Chisholm Hibbing Airport Authority (November, 2021 rent)	$ 300.00
• Chisholm Hibbing Airport Authority (December, 2021 rent)	$ 300.00
• Sellman Borland Simon Law Office/HEDA October, 2021	$ 577.50
• Lockridge Grindal Nauen P.L.L.P. – November, 2021	$ 1,650.00
• Lockridge Grindal Nauel P.L.L.P. – December, 2021	$ 1,650.00

3. Set the Next Working Session of HEDA for Tuesday, January 18, 2022 at 5:00 p.m., City Hall Council Chamber

4. Set the next Reorganizational/Regular Meeting of HEDA for Wednesday, January 19, 2022 at 4:45 p.m., in the City Hall Council Chamber

BOARD REPORTS:

ADJOURNMENT:

THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING ECONOMIC DEVELOPMENT AUTHORITY
Wednesday, October 20, 2021

TIME AND PLACE: A Regular Meeting of the Hibbing Economic Development Authority was held on Wednesday, September 22, 2021 at 4:30 p.m.in the City Hall Council Chamber

CALL TO ORDER: President Shari Majkich Brock called the meeting to order at 4:45 p.m.

ATTENDANCE: Present at roll call were President Shari Majkich Brock, Vice President Rick Cannata, Member Jennifer Hoffman Saccoman, Member Roger Kivela, Member John Schweiberger, and Member Steven Jurenes. Member Shelly Hanson was absent. Also present were City Administrator Pete Hyduke, Sr. Executive Assistant Candie Seppala, City Clerk-Treasurer Sheena Mulner, and City Attorney Andy Borland.

ADDITIONS/DELETIONS:

- **ADD: MINUTES**
- **DELETE: CONSENT AGENDA #3**
- **ADD: BOARD REPORTS #1 & #2**

APPROVAL OF MINUTES:

Vice President Cannata, supported by Member Jurenes, moved to approve the Minutes of the Regular Meeting of Hibbing Economic Development Authority for September 22, 2021.

Motion CARRIED

Member Schweiberger, supported by Member Hoffman Saccoman, moved to approve the Minutes of the Special Meeting of Hibbing Economic Development Authority for October 6, 2021.

Motion CARRIED

CONSENT AGENDA:

Member Hoffman Saccoman, supported by Vice President Cannata, moved to approve Consent Agenda Item **#1 - #5**.

Motion CARRIED

1. Affirm Economic Development Loan Fund balance as of September 30, 2021 in the amount of **$461,771.05**

2. Approve disbursements for the month of October, 2021 in the amount of **$2,510.00**

• Chisholm Hibbing Airport Authority (October, 2021 rent)	$ 300.00
• Sellman Borland Simon Law Office/HEDA September, 2021	$ 560.00
• Lockridge Grindal Nauen P.L.L.P. – October, 2021	$ 1,650.00

3. ~~Authorize changing the temporary $400 stipend per pay period for the Senior Executive Assistant to the Administrator & City Council/HEDA be incorporated into the base salary of said position effective October 9, 2021~~

4. Set the Next Working Session of HEDA for Monday, November 15, 2021 at 5:00 p.m., City Hall Council Chamber

5. Set the next Regular Meeting of HEDA for Wednesday, November 17, 2021 at 4:45 p.m., City Hall Council Chamber

BOARD REPORTS:

Authorize the HEDA Loan of MCKB Properties LLC in the amount of $40,000 with an interest rate of 2% for 5 years

Sr. Executive Assistant Candie Seppala stated that with both of the loans that are listed, we had the businesses in front of HEDA on Monday night at the Working Session.

With the loan of MCKB Properties LLC, Mikal and Melissa Brown came before HEDA in August and explained their project. They have since purchased the Reed Building on 1st Avenue and 21st Street. Their LLC name is a legal name on the Secretary of State's website. They are looking to revitalize the Reed building. They will be living on the top floor of the building. On the first floor, they will have office space and a workout area. On the second floor, they will have apartments and hostels (separate bedrooms but they will be sharing restroom quarters). They are asking for a loan in the amount of $40,000 with an interest rate of 2% for 5 years.

Member Schweiberger, supported by Vice President Cannata, moved to authorize the following COVID-19 Business Assistance HEDA Loan to Margate Construction Legend Homes with no repayment on the loan due for the first six months, followed by 60 months of principal only payments.

Motion CARRIED

Authorize the HEDA Loan of Rudi's Pizza of Hibbing LLC in the amount of $50,000 with an interest rate of 2% for 5 years

Sr. Executive Assistant Candie Seppala explained that the new owners of Rudi's Pizza of Hibbing LLC are Anthony and Crystal Larson. They are asking for a loan in the amount of $50,000 with an interest rate of 2% for 5 years. They are planning to purchase Rudi's Pizza that has been owned and operated in Hibbing and has been a staple within the City of Hibbing. We are excited to be a part of this transition.

Anthony and Crystal Larson thanked the HEDA board and the City of Hibbing as this will be a Group funding. They plan on purchasing Rudi's and give it the legacy it deserves. Communities are coming together to keep businesses in town.

Vice President Cannata, supported by Member Hoffman Saccoman, moved to authorize the HEDA loan of Rudi's Pizza of Hibbing LLC in the amount of $50,000 with an interest rate of 2% FOR 5 YEARS.

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 4:56 p.m. by Vice President Cannata, supported by Member Jurenes.

Motion CARRIED

President Shari Majkich Brock

Sr. Executive Assistant Candie Seppala

sholm-Hibbing Airport Authority
38 Hwy 37
bbing, MN 55746

Range Regional

INVOICE

Invoice Number: 7809
Invoice Date: Nov 1, 2021
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		11/30/21

Quantity	Item	Description	Unit Price	Amount
		Hibbing Animal Shelter Ground Lease--NOV 2021		300.00

10142101410

2i Peter Hyde

Subtotal	300.00
Sales Tax	
Total Invoice Amount	300.00
Payment/Credit Applied	
TOTAL	**300.00**

Check/Credit Memo No:

3088

SELLMAN BORLAND & SIMON PLLC

Attorneys at Law

Richard K. Sellman - Retired
Andy Borland
Jaclyn Corradi Simon

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Hibbing, Minnesota 55746
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attorneys@sellmanborlandsimon.com

October 31, 2021
mailed November 3, 2021

Pete Hyduke
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 October 2021, including the following:

10/06/21	Contact Senior Executive Assistant Candie Seppala regarding HEDA Meeting	.250
10/06/21	To City Hall for Special HEDA Board Meeting	.250
10/12/21	Call Candie Seppala	.125
10/18/21	HEDA Working Session	2.000
10/19/21	Prepare directive on Eagle Eye Properties	.125
10/20/21	Board Meeting	.500
10/21/21	Prepare directive for loan documents	.500
10/25/21	Review loan documents for MCRB Properties and Rudi's Pizza	no charge*
10/27/21	E-mail Sheena Mulner	.125
10/28/21	Review revised loan documents for Rudi's Pizza; review Satisfaction of Mortgage document and note to Candie Seppala	no charge*
10/31/21	Draft Civil Cover Sheet for Show matter	.250
	Total Hours	4.125

ATTORNEY FEES:

4.125 hours at $140.00 per hour..... $577.50

cc: Sheena Mulner, City Clerk - via email only

*Billed directly to Borrower.

LOCKRIDGE GRINDAL NAUEN P.L.L.P.
Attorneys at Law
SUITE 2200
100 WASHINGTON AVENUE SOUTH
MINNEAPOLIS, MINNESOTA 55401
TELEPHONE (612) 339-6900

DATE
11/1/2021

Statement No. 112055
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 November 2021.	3,300.00

Receipts

10/13/2021	Payment	3,300.00
10/25/2021	Payment	3,300.00
	Total Receipts:	6,600.00

Total Current Billing:	3,300.00
Previous Balance Due:	6,600.00
Total Payments Received:	-6,600.00
Total Now Due:	**3,300.00**