

HIBBING ECONOMIC DEVELOPMENT AUTHORITY

REGULAR MEETING AGENDA

Wednesday, May 12, 2021

REVISED

ATTENDANCE:

Member John Schweiberger	_____	Tom Dicklich, City Administrator	_____
Member Steve Jurenes	_____	Andy Borland, City Attorney	_____
Member Jennifer Hoffman Saccoman	_____	Mary Ann Kepler, City Clerk-Treasurer	_____
Vice President Rick Cannata	_____	Candie Seppala, Sr Exec Assistant	_____
Member Roger Kivela	_____	John Tourville, Special Projects	_____
Member Shelly Hanson	_____		
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 April 21, 2021**

CONSENT AGENDA:

1. Affirm Economic Development Loan Fund balance as of April 30, 2021 in the amount of **\$238,327.20**
2. Approve disbursements for the month of May, 2021 in the amount of **\$3,647.50**
 - Chisholm Hibbing Airport Authority (May, 2021 rent) \$ 300.00
 - Sellman Borland Simon Law Office/HEDA April, 2021 \$ 1,697.50
 - Lockridge Grindal Nauen P.L.L.P. – May, 2021 \$ 1,650.00
3. Set the Next Working Session of HEDA for Monday, June 21, 2021 at 5:00 p.m., City Hall Council Chamber (Date is subject to change)
4. Set the next Regular Meeting of HEDA for Wednesday, June 23, 2021 at 5:00 p.m., City Hall Council Chamber (Date is subject to change)

BOARD REPORTS:

1. Authorize the following COVID – 19 Business Assistance HEDA Loans. No repayment on the loans will be due for the first six months followed by 60 months of principal only payments.
 - Sammy's Pizza Hibbing dba/TRM \$40,000

ADJOURNMENT:

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING ECONOMIC DEVELOPMENT AUTHORITY
Wednesday, April 21, 2021**

TIME AND PLACE: A Regular Meeting of the Hibbing Economic Development Authority was held on Wednesday, April 21, 2021, at 5:00 p.m.

CALL TO ORDER: Vice - President Rick Cannata called the meeting to order at 5:00 p.m.

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

ADDITIONS/DELETIONS:

- **ADD: BOARD REPORTS #1**

APPROVAL OF MINUTES:

Member Schweiberger, supported by Member Hoffman Saccoman, moved to approve the minutes of the Regular Meeting of Hibbing Economic Development Authority for April 14, 2021

CONSENT AGENDA:

Member Schweiberger, supported by Member Kivela, moved to approve Consent Agenda Item #1 - #2.

Motion CARRIED

1. Set the HEDA Working Session for Monday, May 10, 2021 at 5:00 pm, City Hall Council Chamber
2. Set the Regular Meeting of HEDA for Wednesday, May 12, 2021 at 5:00 p.m. in the City Hall Council Chamber

BOARD REPORTS:

Authorize the HEDA Loan of Eye Clinic North, 2016 First Avenue in the amount up to \$250,000 with two years interest only payments, followed by 8 years amortized with a 2% interest rate

City Administrator Tom Dicklich explained that this was discussed at the Working Session. This is a new building that will be built in the Industrial Park off the Beltline. The terms for this loan are up to \$250,000 with two years interest only payments, followed by 8 years amortized after that with 2% interest rate. Mr. Matt Sipola was in the audience and was brought up to discuss his project in general along with job creation.

Dr. Matt Sipola explained that he and his wife are both Optometrists. He is originally from Virginia. In 2014, he and his wife moved back to the Iron Range to provide eye care and in 2016, he began working for Dr. Scott Mescher. When he retired, it was a good fit for him and his wife to purchase the business. The building has history in that there are 102 years of eye care. There have been 3 eye doctors who have retired and have not been replaced within Hibbing, and eye care is getting more difficult to find. Wait times are increasing and they are past capacity within their small office of roughly 900 square feet. They have two exam lanes and they need more space. They are building a new building just off the Beltline. He purchased land, and they are nearing the end of the phase of construction document. They are publicly bidding the project. The total project cost will be about \$2.5 million. A lot of that cost will be for the soil work (roughly \$400,000). The IRRRB will be helping them out with the soil work. With job creation, as soon as they will be approved, they will be recruiting another eye doctor along with two additional office staff. He feels they will grow fairly quickly and they will probably need two more office staff with hope another eye doctor. The building will be built so they can grow into it. They won't be anywhere near capacity any time soon. They take urgency and emergencies.

Member Hoffman Saccoman, supported by Member Jurenes, moved to authorize the HEDA Loan of Eye Clinic North, 2016 First Avenue in the amount up to \$250,000 with two years interest only payments, followed by 8 years amortized with a 2% interest rate.

Motion CARRIED (Member Kivela abstained from the vote.)

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:07 p.m. by Member Kivela, supported by Member Schweiberger.

Motion CARRIED

Vice - President Rick Cannata

Sr. Executive Assistant Candie Seppala

Chisholm-Hibbing Airport Authority

11038 Hwy 37
Hibbing, MN 55746

INVOICE

Invoice Number: 7597
Invoice Date: May 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		5/31/21

Quantity	Item	Description	Unit Price	Amount
		Hibbing Animal Shelter Ground Lease- May 2021		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 - Of Counsel
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

April 30, 2021
mailed May 6, 2021

Thomas R. Dicklich
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 April 2021, including the following:		
04/05/21	Review e-mail from and e-mail to Senior Executive Assistant Candie Seppala regarding Rock 'n' Rollers	.500
04/12/21	Prepare for meeting; to City Hall for meeting and return	2.500
04/13/21	Review e-mail from City Clerk Mary Ann Kepler regarding 11995 Hwy 63 LLC	.125
04/14/21	Conference regarding Scranton Iron, Inc.; call Mary Ann Kepler; review Loan and Assumption Agreement	.500
04/14/21	HEDA Meeting	.750
04/15/21	Prepare directive for loan documents	.750
04/17/21	Letter to Tom Dicklich	.250
04/19/21	Review loan documents; review file for meeting; call Candie Seppala; call Mary Ann Kepler; call Tom Dicklich regarding HEDA meeting	.500
04/19/21	Working Session	1.750
04/20/21	Review file; review e-mail from and e-mail to Mary Ann Kepler; review e-mail from attorney Trimble regarding Scranton Iron Assumption Agreement	1.000
04/21/21	E-mail Tony Trimble; review matters for meeting	.375
04/21/21	HEDA Board Meeting	.625

04/22/21	Prepare directive from HEDA meeting; review file regarding Rock 'n' Rollers; calls to and from Tom Dicklich	.500
04/23/21	Review file; draft and revise Notice of Default; e-mail Mary Ann Kepler; review documents; e-mail Tony Trimble	1.250
04/26/21	Call from Mary Ann Kepler; return call to Lloyd Show; e-mail Tom Dicklich, Candie Seppala and Mary Ann Kepler	.625
04/27/21	Review e-mail regarding closing for Scranton Iron/11995 Hwy 63 LLC ..	.125
	Total Hours	<u>12.125</u>

ATTORNEY FEES:

12.125 hours at \$140.00 per hour	<u>\$1,697.50</u>
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cc: Mary Ann Kepler, City Clerk - via email only

LOCKRIDGE GRINDAL NAUEN P.L.L.P.

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

DATE

5/1/2021

Statement No. 110226

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Client ID : 07368-0040

Government Relations

City of Hibbing
Candle 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 May 2021.

3,300.00

Receipts

04/27/2021 Payment

6,600.00

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