

**THE MINUTES OF THE REORGANIZATION AND REGULAR MEETING OF THE
HIBBING ECONOMIC DEVELOPMENT AUTHORITY
Wednesday, January 13, 2021**

TIME AND PLACE: A Reorganizational and Regular Meeting of the Hibbing Economic Development Authority was held on Wednesday, January 13, 2021, at 5:00 p.m. via ZOOM.

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

ATTENDANCE: Present at roll call were President Shari Majkich Brock, Vice President Rick Cannata, Member Jennifer Hoffman Saccoman, Member Steven Jurenes, and Member John Schweiberger. Member Roger Kivela 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.

2021 OFFICIAL APPOINTMENTS/DESIGNATIONS:

Vice President Cannata, supported by Member Jurenes, moved to appoint Shari Majkich Brock as President of the 2021 HEDA on an interim basis.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Member Hoffman Saccoman, supported by Member Schweiberger, moved to appoint Rick Cannata as Vice President of the 2021 HEDA on an interim basis.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Vice President Cannata, supported by Member Jurenes, moved to appoint Mary Ann Kepler as Treasurer of the 2021 HEDA.

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes

Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Vice President Cannata, supported by Member Hoffman Saccoman, moved to appoint Candie Seppala as Secretary of the 2021 HEDA. Motion CARRIED

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Member Hoffman Saccoman, supported by Member Jurenes, moved to appoint Andy Borland of Sellman Borland Simon Law Office as the Attorney of the 2021 HEDA.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Vice-President Cannata, supported by Member Hoffman Saccoman, moved to appoint the Executive Committee as President Shari Majkich Brock, Vice President Cannata, Clerk-Treasurer Mary Ann Kepler, City Administrator Tom Dicklich, and Sr. Executive Assistant Candie Seppala on an interim basis.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes

Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Member Jurenes, supported by Vice President Cannata, moved to designate the Mesabi Tribune as the official newspaper of the 2021 HEDA.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Member Schweiberger, supported by Member Hoffman Saccoman, moved to designate American Bank, US Bank, Wells Fargo Bank, Security State Bank, National Bank of Commerce, 4M Fund, Wells Fargo Advisors, US Bank Investment Services, Inc., and Wells Fargo Investment Services as the 2020 depositories for HEDA.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Vice President Cannata, supported by Member Hoffman Saccoman, moved to approve the respective depositories designated safekeeping entities.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes

Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

ADDITIONS/DELETIONS:

- **ADD: BOARD REPORT #2**

APPROVAL OF MINUTES:

Member Jurenes, supported by Member Schweiberger, moved to approve the minutes of the Regular Meeting of the Hibbing Economic Development Authority of November 30, 2020.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

CONSENT AGENDA:

Member Hoffman Saccoman, supported by Vice President Cannata, moved to approve Consent Agenda Item #1 - #4.

Roll-Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

1. Affirm Economic Development Loan Fund balance as of December 31, 2020 in the amount of **\$ 471,664.17**
2. Approve disbursements for the month of January, 2021 in the amount of **\$4,337.50**
 - Chisholm Hibbing Airport Authority (December, 2020 rent) \$ 300.00
 - Chisholm Hibbing Airport Authority (January, 2021 rent) \$ 300.00
 - Sellman Law Office invoice for HEDA – December, 2020 \$ 437.50

- Lockridge Grindal Nauen P.L.L.P. – December, 2020 \$ 1,650.00
 - Lockridge Grindal Nauen P.L.L.P. – January, 2021 \$ 1,650.00
3. Set the HEDA Working Session for Monday, February 8, 2021 at 5:00 pm, City Hall Council Chamber
 4. Set the Regular Meeting of HEDA for Wednesday, February 10, 2021 at 5:00 p.m. via Zoom

BOARD REPORTS:

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 payments

City Administrator Tom Dicklich explained that these loans were discussed at the HEDA Working Session. He asked Candie Seppala to talk about the loans as she did the leg-work on the loans.

Sr. Executive Assistant Candie Seppala started with letting the public know that the application for the COVID – 19 Business Assistance HEDA loan is on the City of Hibbing's website, Facebook, and people can call Candie at City Hall. As City Administrator Tom Dicklich explained, the loans were discussed on Monday night at the HEDA Working Session. Each one had different reasons for what they were going to use it for. All were very good options for our community. The loans were read by business:

Suite Location LLC \$40,000

President Majkich, supported by Member Jurenes, moved to authorize the COVID-19 Business Assistance HEDA Loan to Suite Location LLC in the amount of \$40,000 with no repayment on the loan due for the first six months, followed by 60 months of principal payments.

Roll Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Elk's Lodge \$ 10,000

Member Hoffman Saccoman, supported by Vice President Rick Cannata, moved to authorize REORGANIZATIONAL AND REGULAR HEDA MEETING JANUARY 13, 2021

the COVID-19 Business Assistance HEDA Loan to the Elk's Lodge in the amount of \$10,000 with no repayment on the loan due for the first six months, followed by 60 months of principal payments.

Roll Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Libation Station **\$40,000**

Member Schweiberger, supported by Member Jurenes, moved to authorize the COVID-19 Business Assistance HEDA Loan to Libation Station of Hibbing Inc. in the amount of \$40,000 with no repayment on the loan due for the first six months, followed by 60 months of principal payments.

Roll Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Arrowhead Apparel **\$25,000**

Vice President Cannata, supported by Member Hoffman Saccoman, moved to authorize the COVID-19 Business Assistance HEDA Loan to Arrowhead Apparel in the amount of \$25,000 with no repayment on the loan due for the first six months, followed by 60 months of principal payments.

Roll Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes

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Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

Authorize the stipend of \$400 per pay period to Sr. Executive Assistant Candie Seppala for temporary additional HEDA duties retroactive to October 1, 2020

City Administrator Tom Dicklich explained that this was discussed at the HEDA Working Session on Monday night. The additional duties that she took over since we don't have an Economic Developer. This includes the loans that we went over tonight, reaching out to the community members, trying to be the voice for the community to contact for the HEDA loans.

Member Hoffman Saccoman, supported by Vice-President Cannata, moved to authorize the stipend of \$400 per pay period to Sr. Executive Assistant Candie Seppala for temporary additional HEDA duties retroactive to October 1, 2020

Discussion:

Member Hoffman Saccoman wanted to clarify that it is retroactive and forward for the pay.

City Administrator Tom Dicklich explained that HEDA will have to end the duties in order for the pay to end.

Member Schweiberger wants to make sure that everyone is aware that Candie will be the main contact for any questions regarding business loans or businesses coming in have a place to call and her name and number will be listed to be the point person to be contacted.

Roll Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED

President Majkich Brock mentioned that as far as those loans go, she is thankful that we are able to offer to the community during this pandemic. As far as getting the word out to the other businesses out there as well. We want everyone to know that there is help available.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:31 p.m. by Vice-President Cannata, supported by Member Schweiberger.

Roll Call Vote:

President Shari Majkich Brock	Yes
Vice-President Rick Cannata	Yes
Member Jennifer Hoffman Saccoman	Yes
Member John Schweiberger	Yes
Member Steve Jurenes	Yes
Member Roger Kivela	Absent

Motion CARRIED



President Shari Majkich Brock



Sr. Executive Assistant Candie Seppala