

## **Harmony EDA Minutes**

December 1, 2011  
7:30 a.m.

Council Room  
Community Center

Present: Chris Skaalen, Steve Donney, Roxanne Johnson, and Deb Scrabeck

Also Present: Jerome Illg, Chris Giesen

Meeting was called to order 7:35 a.m. by Roxanne Johnson

### **Minutes**

Motion by Skaalen, seconded by Scrabeck to approve the minutes from November 3, 2011. Motion carried.

### **Financials**

Jerome gave an update on revolving loans. Past due loans were discussed.

Motion by Donney, second by Skaalen to approve financials. Motion carried.

### **Residential Development Proposal**

Possible assistance to a developer in the form of tax abatement was discussed for a possible current residential development in Harmony. The board would like further information on the project before moving forward, including surrounding property values and any building covenants that might be on the property.

### **Revolving Loan Modification Request**

Kyle Heibel was present to discuss his EDA revolving loan for Tri-State Fire Apparatus. He requested interest-only payments for 6 months to help him through the slower months of winter. The board noted that he was current on his loan at this time. Motion by Donney, second by Skaalen to approve a 6 month, interest-only payment period for Tri-State Fire Apparatus, with mandatory monthly check-ins with EDA staff. Motion carried.

### **Chamber**

Emily Ellis gave the chamber update. She reported that many members have prepaid their membership and visitor guide advertising this year under their “early bird” special. Also, the chamber is exploring how to have Harmony designated as a “bike friendly” community.

Emily discussed that the chamber may have some of the high school kids paint a mural depicting the community at the visitor’s center to spruce up the office once they move into the former Bluff Country room.

The chamber is still working on the website. It has been developing slower than anticipated.

### **Heritage Grove**

Mark Dixon, Tim Trimble, and Kristi Kiehne was present to discuss Heritage Grove. Kristi gave the operations report. She mentioned that vacancy rates have been fairly stable, seasonal maintenance has been taken care of, and they are continuing their marketing efforts with some positive results.

She reported that there was a payroll discrepancy that she discovered relating to overnight shift differences for overtime pay. The issue has been corrected. Mark and Tim commended Kristi for her diligence with this issue. The board thanked her.

Christmas bonuses for Heritage Grove staff were discussed. Motion by Skaalen, second by Donney, to give Christmas bonuses in the same amount as last year to Heritage Grove staff, in Harmony Dollars. Motion carried.

It was mentioned that there was a third payroll in October, and that caused higher salary costs in the financials for that month, but starting in 2012, there will be a payroll accrual, which will even out the months in which a third payroll occurs.

Access to the Heritage Grove operating bank account was discussed. Jerome mentioned that typically a management company would have one of their representatives on the bank account to take care of bills and other expenditures. Motion by Donney, second by Scrabeck to add Mark Dixon, of Oxford Property Management, to the Heritage Grove operating account at First Southeast Bank in Harmony. Motion carried.

The offer from Caring Bridge was discussed. Consensus of the board was to have Caring Bridge visit with the board at a special meeting, within a few weeks.

### **CEDA Contract**

The 2012 CEDA contract was discussed. The contract covers EDA staff services for one day per-week, plus an extra day per-month. Motion by Donney, second by Skaalen to approve the 2012 CEDA contract. Motion carried.

### **Prospects**

Giesen discussed some prospects. Giesen will check in with EcoEnergy to see if they are moving forward with their wind project.

Skaalen mentioned that this is Johnson's last EDA meeting. The board expressed their appreciation and thanks to Roxanne Johnson for her dedicated work to help Harmony grow over her 12 years on the EDA and 2 years as President.

At 9:38 a.m. a motion was made by Skaalen to adjourn, seconded by Scrabeck. Motion carried.