

NORTHEAST NEBRASKA ECONOMIC DEVELOPMENT DISTRICT

Board of Directors Meeting

J's Steakhouse

406 N Main St, Fremont, NE 68025

Wednesday, June 24th, 2009, 7:15 p.m.

Minutes

I. Call to Order: The Northeast Nebraska Economic Development District Board of Directors meeting was called to order at 7:42 p.m. by Jeff Scherer, Chairman. Jeff Scherer informed the public about the location of the Open Meetings Act and that it is accessible to the public (LB 898).

II. Roll Call: Tom Higginbotham read roll call. The following were present:

Jeff Scherer, NENEDD Chairman, Smeal Fire Apparatus	Kelvin Wurdeman, NENEDD Vice-Chairman, Wayne County Commissioner	Tina Welding, NENEDD Board Member, West Point Chamber of Commerce
Kendrick Marshall, NENEDD Board Member, Nebraska Workforce Development	John Lohr, NENEDD Board Member, City of Columbus (By Phone)	Vicki Saunders, NENEDD Treasurer/Secretary, City of Norfolk
Hank Thieman NENEDD Board Member, Boone County		

Board Members Absent: Luis Lucar, Bob Hartwig

Others Present:

Gaylord Wilcox, NED, Inc. President, 1 st National Bank of Schuyler/Howells	Lisa Walters, NED Inc Secretary/Treasurer, FRHS	Wilfred Henry, NED, Inc. Vice President, Goldenrod Hills
Russ Wilcox, NED, Inc. Board Member, Private Representative	Tom Higginbotham, NENEDD	Tina Engelbart, NENEDD
Patsy Taylor, NENEDD	Mickella Brabec, NENEDD	Jeff Christensen, NENEDD
Holly Sisson, NENEDD	Brenda Anderson, NENEDD	Kerri Christensen, Schuyler
Skip Edwards, Mayor, City of Fremont	Jan Rise, City of Fremont	

III. Secretary's Report: Kelvin Wurdeman made the motion to approve the agenda and the May 2009 minutes as mailed. John Lohr seconded the motion. Motion carried.

IV. Treasurer's Report: Patsy Taylor presented the May 2009 Treasurer's Report. Hank Thieman made a motion to approve the May 2009 Treasurer's Report. Tina Welding seconded the motion. Motion carried.

V. Old Business:

A. RLF Report: Holly Sisson gave the RLF report.

VI. New Business:

RLF Loans: Jen Horn, d/b/a Turnin' Heads Beauty Salon - Leigh

A. The Northeast RLF Board recommends a loan of \$12,000 to Jen Horn and Mathew Weise, for the purchase of real estate, furniture, fixture and equipment to purchase Turnin' Heads Beauty Salon in Leigh. John Lohr made a motion to approve the RLF Board's recommendation of a loan for \$12,000. Kendrick Marshall seconded the motion. Citizen's National Bank in Leigh has agreed to provide a loan of \$15,000 for this project. The bank's primary loan will have term of 10 years and an interest rate of 7.50%. The bank will secure its loan with a primary security interest on all business property including the real estate. NENEDD will lend \$12,000 for the purchase of the real estate, furniture, fixtures, and equipment to purchase Turnin' Heads Beauty Salon in Leigh. This loan will have a term of 10 years at an interest rate of 5.00% (fixed). NENEDD will have a subordinate lien position on the business personal property including real estate. NENEDD will also file a Deed of Trust on Jen's boyfriend, Matthew Wiese's, residence in Leigh. NENEDD will require life insurance and disability insurance on Jen Horn for the amount of the loan for the life of the loan. Motion carried.

B. City of Columbus Down Payment Assistance: Brenda Anderson presented applicant #100183 for \$20,000, applicant #100209 for \$20,000, applicant #100195 for \$20,000, and applicant #100220 for \$20,000. John Lohr made a motion to approve applicant #100183 for \$20,000 contingent upon repairs being completed and re-inspected prior to loan closing, applicant #100209 for \$20,000, applicant #100195 for \$20,000 contingent upon repairs being completed and re-inspected prior to loan closing, and applicant #100220 for \$20,000. Vicki Saunders seconded the motion. Motion carried.

C. Select Auditor: Tom Higginbotham discussed the two firms who submitted proposals. The NENEDD staff reviewed each proposal and made its recommendation to the board. Vicki Saunders made a motion to accept the Scow, Rief, Kruse and Schumacher proposal. Kelvin Wurdeman seconded the motion. Motion carried.

D. Adoption of 2009-2010 Budget: Tom Higginbotham led discussion on the proposed budget and reported the Budget committee met Friday, June 19, 2009. Hank Thieman made a motion to adopt the 2009-2010 budget as presented. Tina Welding seconded the motion. Motion carried.

E. Appoint RLF Committee Members: Tom Higginbotham announced and led discussion on two new board candidates for the RLF committee. Ryan Jensen (Thurston Manufacturing), and Joe Johnson (City of David City Administrator)

were nominated to serve a three year term each on the RLF committee. Kevin Wilkins (Greater Fremont Development Council) was nominated for reappointment. Tina Welding made a motion to accept the nominations of Kevin Wilkins, Ryan Jensen and Joe Johnson to serve on the RLF committee for a three year term (7/1/2009 – 6/30/2012). John Lohr seconded the motion. Motion carried.

- F. Amend NENEDD By-Laws: Article III: Board of Directors Section I. Membership & Composition of the Board of Directors** Chairman Jeff Scherer led discussion on the need for a change in the by-laws. Chairman Scherer stated the change was needed to increase the flexibility the three mayors of Norfolk, Columbus and Fremont had in appointing engaged board members. The changed by-laws would read *...positions will be held by an elected official or a private sector representative as appointed by the Mayor.....* John Lohr moved to approve the change to NENEDD By-Laws: Article III: Board of Directors Section I. Membership & Composition of the Board of Directors to read *...positions will be held by an elected official or a private sector representative as appointed by the Mayor...* Tina Welding seconded the motion. Motion carried.
- G. Nominations & Election of NENEDD Board Members:** Tom Higginbotham discussed the election process and introduced two new board candidates, Chris Miller (Don Miller Land Company, Hartington) and Donald “Skip” Edwards (City of Fremont – Mayor). Mr. Edwards’ appointment would be contingent upon the Fremont city council’s approval of the appointment. Hank Thiemann made a motion to approve the nominations of Chris Miller and Donald “Skip” Edwards, whose appointment would be contingent upon the Fremont city council’s approval and to re-appoint Kelvin Wurdeman for three year terms (7/1/2009-6/30/2012). John Lohr seconded the motion and asked if biographies of the new board members could be emailed out. Motion carried.
- H. Nomination & Election of NENEDD Officers:** John Lohr made a motion to cease nominations and accept by acclamation the slate of officers as presented: Jeffrey Scherer, Chairman, Kelvin Wurdeman, Vice-Chairman, Vicki Saunders, Secretary/Treasurer. Kendrick Marshall seconded the motion. Motion carried.
- I. Executive Director Comments:** Tom Higginbotham reported on a recent Housing Partnership award given by NeighborWorks, Northeast Nebraska at their annual banquet. Mr. Higginbotham thanked Kelvin Wurdeman who accepted the award on behalf of NENEDD. Tina Engelbart reported that the CEDS draft was submitted to EDA and NENEDD is waiting for feedback and/or final approval. Tina Engelbart also reported on the responsible charge person requirement from the Federal Highway Safety Administration. NENEDD staff is researching the requirements to become qualified and the cost effectiveness of NENEDD offering these services. Tom Higginbotham discussed the space needs study conducted by architects working on plans for a new building. The proposed building would house the Norfolk Chamber of Commerce, EVEDC, NENEDD and Workforce Development. It was requested by board members to have the study results emailed out to board members.

VII. Chairman's/Board Comments: Jeff Scherer thanked the board members and staff for attending the meeting. The annual meeting is scheduled for Tuesday, July 14th, 2009 at the Nielsen Center in West Point, NE.

Next meeting: *The next meeting is the Council of Officials meeting on Wednesday, July 29th, 2009 at NENEDD Offices, 111 S 1st St, Norfolk, NE at 7:15 p.m.*

VIII. Executive Session: Vicki Saunders made the motion to go into executive session at 8:42 p.m. Kelvin Wurdeman seconded the motion. Motion carried. The annual review of Tom Higginbotham, Executive Director, was reviewed during Executive Session. John Lohr made the motion to come out of executive session. Kelvin Wurdeman seconded the motion. Motion carried.

IX. Adjournment: There being no further business, Chairman Jeff Scherer adjourned the meeting at 9:06 p.m.