

**NORTHEAST NEBRASKA ECONOMIC DEVELOPMENT DISTRICT - NENEDD
BOARD OF DIRECTORS MEETING
WEDNESDAY, APRIL 26, 2017 – 7:15 P.M.**

City of Norfolk Offices – Training Room, 309 N 5th St, Norfolk, NE 68701

MINUTES

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

II. Roll Call: NENEDD Administrative Assistant, Danielle Lammers, read roll call.

Board Members Present:

Mayor Shannon Stuchlik, NENEDD Chairman, City of Pierce
Dick Pfeil, NENEDD Secretary/Treasurer, Norfolk City Council
Dan Kathol, NENEDD Board Member, Hartington Community Development Corporation
Christian Ohl, NENEDD Board Member, Madison County Commissioner
Jim McCarville, NENEDD Board Member, Northeast Community College
Gaylord Wilcox, NENEDD Vice Chairman, Howells
Scott Schaller, NENEDD Board Member, City of Fremont

Board Members Absent:

Rich Jablonski, NENEDD Board Member, City of Columbus
Ken Luettel, NENEDD Board Member, Boone County Commissioner

Others Present:

Jeff Bauman, NENEDD Council of Officials Colfax County Commissioner
Loren Kucera, NED, Inc. Board Member
Nadine K. Hagedorn, NED, Inc. Board Member
Brad Albers, NED, Inc. Board Member
Nancy Braden, NED, Inc. Board Member
Tina Biteghe Bi Ndong, NED, Inc. Board Member
Thomas L. Higginbotham, Jr., NENEDD
Kristen Rosner, NENEDD
Jeff Christensen, NENEDD
Danielle Lammers, NENEDD

III. Secretary's Report

A. Approve the April, 2017 Agenda and February, 2017 Minutes: Dick Pfeil made a motion to approve the April, 2017 agenda and the February, 2016 minutes. Scott Schaller seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Dan Kathol, Christian Ohl, Jim McCarville, Dick Pfeil and Scott Schaller. **Nays:** None. **Absent:** Ken Luettel and Rich Jablonski. Motion carried.

IV. Treasurer's Report

A. February, 2017 and March, 2017 Treasurer's Report: NENEDD Fiscal Officer Kristen Rosner presented the report. Gaylord Wilcox made a motion to approve the February, 2017 and March, 2017 Treasurer's Reports as presented. Christian Ohl seconded

the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Dan Kathol, Christian Ohl, Jim McCarville, Dick Pfeil and Scott Schaller. **Nays:** None. **Absent:** Ken Luettel and Rich Jablonski. Motion carried.

V. Discussion Items

A. Quarterly Loan Review: NENEDD Fiscal Officer Kristen Rosner presented the NENEDD Quarterly Loan Review to the Board.

B. 2016-2017 Annual Meeting: NENEDD Chairman Shannon Stuchlik announced that the Annual Meeting is scheduled for Tuesday, July 11, 2017 at the Cooper Family Community Center in Pilger. It will be from 11:30 am-1:00 pm and Village of Pilger Clerk, Kimberly Neiman, will be the guest speaker.

VI. Action Items

A. Approve a \$150,000 loan for Josh & Jenny Hopkins, d/b/a Magnuson Hopkins EyeCare, P.C. – Wayne: NENEDD Business Loan Specialist Jeff Christensen presented. Magnuson Hopkins EyeCare, P.C. is planning the expansion of their business in Wayne. A new 6,000 sq. ft. building will be built on 2.25 acres on the north side of W. Hwy 35, east of Dollar General Store across Milo Drive. Josh and Jenny Hopkins own 90% of Magnuson Hopkins EyeCare, P.C., but will personally own the new building and least to the eye care business. The new location will allow them to provide more services to their increasingly large patient base, increase visibility, provide more space for parking and allow room for expansion. State Nebraska Bank and Trust is providing a loan not to exceed \$1,100,000 for this project. NENEDD will lend \$150,000 for the construction of the new facility. Christian Ohl made a motion to approve a NENEDD loan of \$150,000 to Josh & Jenny Hopkins to build a new facility for the expansion of Magnuson Hopkins EyeCare, P.C. in Wayne, as presented and recommended by NENEDD staff and the Northeast RLF Committee. Jim McCarville seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Dan Kathol, Christian Ohl, Jim McCarville, Dick Pfeil and Scott Schaller. **Nays:** None. **Absent:** Ken Luettel and Rich Jablonski. Motion carried.

B. Certify NENEDD is operating in accordance with its EDA approved RLF plan: NENEDD Business Loan Specialist Jeff Christensen and Fiscal Officer Kristen Rosner presented. NENEDD submits a semi-annual report to the Economic Development Administration (EDA) relating to its Revolving Loan Fund (RLF) and certifies that the RLF Plan is consistent with and supportive of the area's current economic adjustment strategy; the revolving loan fund is being operated in accordance with the policies and procedures contained in the revolving loan fund plan; and the loan portfolio meets the standards contained therein. Christian Ohl made a motion to certify NENEDD is operating in accordance with its EDA approved RLF plan. Dick Pfeil seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Dan Kathol, Christian Ohl, Jim McCarville, Dick Pfeil and Scott Schaller. **Nays:** None. **Absent:** Ken Luettel and Rich Jablonski. Motion carried.

C. To Appoint a Budget Committee: NENEDD Executive Director Thomas Higginbotham presented. The 2016-2017 budget committee members were Mayor Shannon Stuchlik, Dick Pfeil, and Scott Schaller. On an annual basis, the budget committee reviews and recommends to the full Board of Directors the next fiscal year's budget as prepared by staff. Gaylord Wilcox made a motion to appoint Mayor Shannon Stuchlik, Scott Schaller, Dick Pfeil and Jim McCarville to the budget committee for the

2017-2018 budget. Christian Ohl seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Dan Kathol, Christian Ohl, Jim McCarville, Dick Pfeil and Scott Schaller. **Nays:** None. **Absent:** Ken Luettel and Rich Jablonski. Motion carried.

D. To Appoint a Nominating Committee: NENEDD Executive Director Thomas Higginbotham presented. Last fiscal year the nominating committee consisted of Mayor Shannon Stuchlik and Rich Jablonski representing the Northeast Nebraska Economic Development District (NENEDD) board of directors and Nadine Hagedorn representing the Northeast Economic Development, Inc. (NED, Inc.) board of directors. On an annual basis, the nominating committee reviews and recommends to the full Board of Directors new board members and new officers. Christian Ohl made a motion to appoint Mayor Shannon Stuchlik and Jim McCarville to the nominating committee. Scott Schaller seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Dan Kathol, Christian Ohl, Jim McCarville, Dick Pfeil and Scott Schaller. **Nays:** None. **Absent:** Ken Luettel and Rich Jablonski. Motion carried.

VII. Chairman's/Board Comments – NENEDD Executive Director Thomas Higginbotham updated the board on his and Tina Engelbart's trip to Washington D.C. Meetings were held with each of the Congressmen and Senators' offices to discuss the importance of continued funding for the programs vital to the communities in Northeast Nebraska such as HUD Community Development Block Grant (CDBG), Economic Development Administration (EDA), HOME Investment Partnership and Community Development Finance Institute (CDFI).

VIII. Next Meeting Date: The next NENEDD Board of Directors meeting will be held on Wednesday, May 31, 2017 at 7:15 p.m. or following the NED, Inc. meeting. The meeting will be held at the City of Norfolk Office Building, 309 N. 5th St., Norfolk, Nebraska.

IX. Adjournment: Dan Kathol made a motion to adjourn the meeting. Jim McCarville seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Dan Kathol, Christian Ohl, Jim McCarville, Dick Pfeil and Scott Schaller. **Nays:** None. **Absent:** Ken Luettel and Rich Jablonski. Motion carried. NENEDD Chairman Mayor Shannon Stuchlik adjourned the meeting at 8:20 p.m.