

NORTHEAST NEBRASKA ECONOMIC DEVELOPMENT DISTRICT - NENEDD
ANNUAL COUNCIL OF OFFICIALS MEETING
TUESDAY, JULY 11, 2017 – 2:15 P.M.

Cooper Family Community Center, 100 W. 2nd St., Pilger, NE 68768

MINUTES

I. Call to Order: The Northeast Nebraska Economic Development District (NENEDD) Board of Directors meeting was called to order at 2:24 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
Ken Luettel, NENEDD Board Member, Boone County Commissioner
Dan Kathol, NENEDD Board Member, Hartington Community Development Corporation
Jim McCarville, NENEDD Board Member, Northeast Community College
Gaylord Wilcox, NENEDD Vice Chairman, Howells
Rich Jablonski, NENEDD Board Member, City of Columbus

Board Members Absent:

Dick Pfeil, NENEDD Secretary/Treasurer, Norfolk City Council
Christian Ohl, NENEDD Board Member, Madison County Commissioner
Scott Schaller, NENEDD Board Member, City of Fremont

Others Present:

Jerry Engdahl, NENEDD Council of Officials, Platte County
Judy Mutzenberger, NENEDD Council of Officials, Cuming County
Ron Schilling, NENEDD Council of Officials, City of Columbus
Randy Larson, NENEDD Council of Officials, Wayne County
John Lohr, NED, Inc. Board Member
Thomas L. Higginbotham, Jr., NENEDD
Kristen Rosner, NENEDD
Jeff Christensen, NENEDD
Judy Joy, NENEDD
Danielle Lammers, NENEDD

III. Introduction of Council of Officials Members: The Council of Officials Representatives attending the meeting: Jerry Engdahl, Platte County; Judy Mutzenberger, Cuming County; Ron Schilling, City of Columbus; Randy Larson, Wayne County.

IV. Secretary's Report

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

V. Treasurer's Report

A. April, 2017 and May, 2017 Treasurer's Report: NENEDD Fiscal Officer Kristen Rosner presented the report. Gaylord Wilcox made a motion to approve the April, 2017 and May, 2017 Treasurer's Reports as presented. Jim McCarville seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.

VI. Discussion Items

A. 2017-2018 Board Meeting Dates and Locations: NENEDD Administrative Assistant Danielle Lammers presented the dates and locations of the 2017-2018 meeting dates and locations to the Board.

VII. Action Items

A. Approve a \$38,000 loan to Scott Brester, Member, Brester Automotive, LLC - Howells: NENEDD Business Loan Specialist Jeff Christensen presented. Brester Automotive, LLC was started over two years ago by Scott Brester, the sole member and owner. Scott wants to build a new building in Howells to operate and expand his business. Homestead Bank in Howells will loan Scott \$40,000 for this project. NENEDD will lend \$38,000 to build a new building. Gaylord Wilcox made a motion to approve a NENEDD loan of \$38,000 to Scott Brester, Member of Brester Automotive, LLC, as presented and recommended by NENEDD staff and the Northeast RLF Committee. Ken Luettel seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.

B. Approve a \$60,000 loan to Kevin Marlett, d/b/a Marlett Mechanical – Willis (Dixon County): NENEDD Business Loan Specialist Jeff Christensen presented. Kevin Marlett wants to buy an existing building on Hwy 20 in Willis, an unincorporated area of Dixon County, to start his own welding/repair shop. Kevin has 15 years welding experience and has been working for Michels Pipeline for the past 10 years welding in various applications from power plants to refineries to ethanol plants. Security Bank in Allen has approved a loan not to exceed \$75,000. NENEDD will lend Kevin Marlett \$60,000 for the purchase of the real estate. Rich Jablonski made a motion to approve a NENEDD loan of \$60,000 to Kevin Marlett, d/b/a Marlett Mechanical as presented and recommended by NENEDD staff and the Northeast RLF Committee. Ken Luettel seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.

C. To Reappoint Gene Rahn, Ryan Steffensmeier, and Brian Yosten to another three-year term on the Northeast Revolving Loan Fund (RLF) Committee: NENEDD Business Loan Specialist Jeff Christensen presented. Jim McCarville made a motion to reappoint Gene Rahn, Ryan Steffensmeier, and Brian Yosten to another three-year term on the Northeast Revolving Loan Fund Committee as recommended by NENEDD staff. Rich Jablonski seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.

- D. Nomination and Election for 2017-2018 Board of Directors:** NENEDD Executive Director Thomas Higginbotham presented. The Nominating committee members were Megan Weaver, Brad Albers, Mayor Shannon Stuchlik and Jim McCarville. The committee met through email and made the following recommendations: Rich Jablonski, City of Columbus, (term to end 6/30/2020); Judy Mutzenberger, Cuming County, (term to end 6/30/2020); Nadine Hagedorn, BankFirst (term to end 6/30/2020). Dan Kathol made a motion to cease nominations and appoint the individuals as presented to the Northeast Nebraska Economic Development District Board of Directors for a three year term. Jim McCarville seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.
- E. Nomination and Election of 2017-2018 Officers:** NENEDD Executive Director Thomas Higginbotham presented. The Nominating committee (Megan Weaver, Brad Albers, Mayor Shannon Stuchlik and Jim McCarville) met via email and made the following recommendations. Chairman – Mayor Shannon Stuchlik, City of Pierce; Vice Chairman – Dick Pfeil, City of Norfolk; Secretary/Treasurer – Rich Jablonski, City of Columbus. Jim McCarville made a motion to cease nominations and elect the Northeast Nebraska Economic Development District Officers for 2017-2018 as presented. Ken Luettel seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.
- F. Adopt 2017-2018 Annual Budget:** NENEDD Executive Director Thomas Higginbotham and Fiscal Officer Kristen Rosner presented. The Budget committee members were: Mayor Shannon Stuchlik, Scott Schaller and Dick Pfeil. On June 29, 2017 the Budget committee met with staff to review the proposed budget. Each line item was discussed in detail and the committee recommended approval of the 2017-2018 budget as presented. Rich Jablonski made a motion to approve the 2017-2018 budget as recommended by the Budget committee. Ken Luettel seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.
- G. Approve Corporate Resolutions for Bank Accounts and Certificates of Deposit:** NENEDD Fiscal Officer Kristen Rosner presented. With the change in officers effective July 1, 2017, the Board of Directors need to pass resolutions to approve signatures on NENEDD's bank accounts and certificates of deposit. Gaylord Wilcox made a motion to approve the corporate resolutions with BankFirst, Stanton State Bank, Midwest Bank and Elkhorn Valley Bank. Jim McCarville seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.
- H. Approve General Corporate Resolution:** NENEDD Fiscal Officer Kristen Rosner presented. There have been two instances in the past year whereby authorization to sign and conduct business was needed. Both were in regards to processing insurance claims on behalf of a loan client. This resolution was suggested and reviewed by an attorney.

Ken Luettel made a motion to approve the general corporate resolution. Dan Kathol seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.

- I. To Adopt Resolution Opposing the Elimination of Federal Funds and Programs:** NENEDD Executive Director Thomas Higginbotham presented. The National Association of Development Organization, NENEDD's advocate on the Hill has been following President Trump's proposed budget which includes the elimination of federal programs that are crucial to the growth of the communities we serve. In March, NENEDD's Executive and Deputy Directors attended the annual policy conference and were engaged in conversations with the Nebraska Delegation on the importance of these programs and the impact they have on Nebraska communities. Rich Jablonski made a motion to adopt the resolution opposing the elimination of federal funds and programs. Jim McCarville seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried.

VIII. Chairman's/Board Comments – NENEDD Executive Director Thomas Higginbotham presented Gaylord Wilcox and Ken Luettel with Outgoing Board Certificates and thanked them both for their outstanding and dedicated service throughout the years. Both Gaylord and Ken served on the NENEDD board from 2011-2017.

IX. Next Meeting Date: The next NENEDD Board of Directors meeting will be held on Wednesday, July 26, 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: Gaylord Wilcox made a motion to adjourn the meeting. Ken Luettel seconded the motion. **Ayes:** Shannon Stuchlik, Gaylord Wilcox, Ken Luettel, Rich Jablonski, Jim McCarville, Dan Kathol, Jerry Endahl, Judy Mutzenberger, Ron Schilling and Randy Larson. **Nays:** None. **Absent:** Christian Ohl, Dick Pfeil and Scott Schaller. Motion carried. NENEDD Chairman Mayor Shannon Stuchlik adjourned the meeting at 3:02 p.m.