



CLARKFIELD EDA MEETING
MINUTES

6:00 PM Special Meeting
Wednesday, March 25, 2020
City Hall Meeting Room
904 10th Ave
Clarkfield, MN 56223

1. **CALL TO ORDER** – Vice Chair Risa called the meeting to order with the following members in attendance; Brenda Risa, Sue Fritz, Melinda Hedman, and Kelly Johnson. Staff members present were Interim City Administrator Clarissa Hadler and Administrative Assistant Mariah Skjefte.
2. **APPROVAL OF AGENDA** – Motion by Fritz, second by Hedman. All in favor. Motion passes.
3. **PUBLIC COMMENTS** – A visitor to the meeting questioned if there was a co-op that was being created to take over the café. Vice-Chair Risa responded there was not.
4. **DISCUSSION ITEMS**
 - a. **DISCUSS RESOLUTION FOR SIGNATURE POWER** – Vice-Chair Risa and Admin. Asst. Skjefte explained the need for signers on the EDA account.
5. **ACTIONS ITEMS**
 - a. **RESOLUTION FOR SIGNATURE POWER** - Motion by Fritz to approve resolution, with the addition of Kelly Johnson, along with Brenda Risa and Mariah Skefte as signatory power on the EDA. Second by Hedman. All in favor. Motion passes.
6. **ANY OTHER BUSINESS THAT MAY COME BEFORE EDA** –
 - a. Vice Chair Risa stated the EDA needed to figure things out at the café with COVID. Sales have varied quite a bit. Risa stated Natasha has not needed to order a lot of supplies, so there is not a lot of added cost of staying open. Commissioners discussed options to increase sales during the Governor’s stay-at-home order, such as delivery and take-out options, liability issues, COVID employment issues, daily expenses, and the café contract language. Commissioners generally agreed the café should stay open for now and see how the sales go. The Commission can then have a special meeting to discuss next week at 6 pm Monday.
7. **ADJOURNMENT** – Motion by Hedman, second to Fritz to adjourn. All in favor, motion passes. Meeting adjourned at 6:33 pm.

Respectfully Submitted,
Clarissa Hadler