

**Vergas EDA/HRA
2025 April EDA/HRA Meeting
Government Services Center & Zoom Id 267-094-2170 password 56587
2:00 PM on Wednesday, April 2, 2025**

1. Call to Order

Kevin Zitzow will be attending the meeting on zoom and will be located at 240 7th Ave NE Suite A Perham, MN 56573

2. Agenda Additions and Deletions

3. Status of Recommendations to City Council

- A. Forgive \$16,000 in assessments at 220 Eva Street.
- B. Transfer up to \$10,000 to EDA/HRA for CEDA employee

4. Minutes

March 5, 2025

5. Financial Update

- A. 2025 Income and Expenses Report

6. New Business

- A. West Central Mn Small Business Development Center AI Conference Opportunity
- B. 2025 EDA/HRA Annual Meeting
 - 1. Date
 - 2. Topics

7. Old Business

- A. CEDA Update - Jordan Grossman
 - 1. Grant Requests
 - 2. Program
 - 3. Daycare
- B. SBDC
 - 1. Digital Marketing Essential for a Thriving Summer- held March 31
 - 2. Rural Edge - beginning Sept. 11
- C. Pelican Ave Right of Way

8. Adjournment

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4. Minutes

March 5, 2025

Files Attached

- 03.05.2025 EDA.HRA Agenda Minutes.pdf

Vergas EDA/HRA
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2:00 PM on Wednesday, March 5, 2025

EDA/HRA Mission: Retain and promote business in our community, adding housing so that we prosper and increase our tax base, keeping Vergas a vital community.

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Wednesday, March 5, 2025, at 2:00 pm in a hybrid meeting at the Vergas Government Services building and on zoom with the following members: DuWayne Ditterich, Paul Sonnenberg, Joy Summers, and Bruce Albright. Absent: Kevin Zitzow. Also Present: City Clerk-Treasurer Julie Lammers; CEDA Representative Jordan Grossman; SBCA Representative Ian Carlstrom; Citizen Kevin Zitzow and Mayor Dwight Lundgren; Editor Bob Williams of the Frazee-Vergas Forum.

Call to Order

The meeting was called to order by Chair DuWayne Ditterich at 2:00 pm.

Agenda Additions and Deletions

Approve the agenda as presented.

Status of Recommendations to City Council

None.

Minutes

Motion by Sonnenberg, seconded by Summers to approve the minutes of February 5 and 26, 2025 meetings. Motion passed unanimously.

Financial Update

2024 and 2025 income and expenses were reviewed by Lammers. Motion by Summers, seconded by Sonnenberg to approve treasurers report. Motion passed unanimously.

New Business

None.

Old Business

CEDA Update – Jordan Grossman

- A. Grant Requests- no complete grant requests have been received at this time.
- B. Grossman updated the members on proposal to hire CEDA for Vergas EDA/HRA. The current pricing for 208 hours a year is \$16,000, CEDA is discussing a reduced rate for the cities who received the grant last year. Grossman will have a proposal at the April meeting. Grossman provided information on giving back a lot in Sunny Oaks to the county and purchasing the lot back to be used for daycare. Details are not complete at this time. Lammers will contact the county for more information. Motion by Summers, seconded by Sonnenberg to approve Lammers and Grossman to work together on a lot being provided for daycare in Sunny Oaks Estates and request Council remove the assessments on the lot. Motion passed unanimously. Motion by Summers, seconded by Albright to request from council funds for up to \$10,000 to retain a CEDA employee for the balance of 2025. Motion passed unanimously.

SBDC

Lammers reviewed proposed schedule for training. Monday, First Capital a class called digital marketing essentials for a thriving summer. This could begin at either 3:00 PM or 4:00 PM. Committee discussed and felt either time would work. A 7-week program starting on Thursdays after Looney Days is “Rural Edge” designed for small town and rural entrepreneurs, combining business training, peer support, and leadership activation to drive real world success and community growth. The committee have discussed this course and would like to start this training on September 11th.

Vergas EDA lots on Eva and Diane

Discussed lot 419 Diane Avenue. This lot is very steep and difficult to build on. Currently the road stops before this property due to a steep hill so there is no access to the parcel. The committee decided to wait until after all the other lots are sold to make a decision on this lot.

Property on the corner of Pelican Ave and Hwy 35

Engineer Blaine green has looked at the property owned by Mark Sand and Gravel on the corner of Pelican Ave. and Hwy. 35. There are 3.1 acres showing in the area outside the 500-foot setback from the active gravel pit. Conveniently 3.1 acres is the most development portion of the property a lot of the acreage to the South is obviously heavily wooded and also has some steep slopes not to say it can't be achieved but it would take substantial clearing and grading to get it usable as well as some

sort of variance when it comes to setback rules. Once the trees have been removed there could be concerns with wetlands. This is going to be a very expensive area to develop but as Zitow stated, “let's not talk ourselves out of something before something can happen”. The committee asked Lammers to talk with Ottertail County GIS regarding the right of way on Pelican Ave. And to speak with Jeff at Mark Sand and Gravel regarding the price of the property.

Closed Meeting for sale of 409 Diane Avenue at 3:20 pm.

Recording on file at the Vergas City Office. Those present at the meeting consisted of members Paul Sonnenberg, Bruce Albright, Duane Ditterich; Clerk-Treasurer Julie Lammers; and Realtor Joy Summers.

Opened Meeting at 3:37 pm

Motion by Sonnenberg, seconded by Albright to accept the purchase bid of \$16,000 for 409 Diane Avenue. Motion passed unanimously.

Adjourn

Motion by Sonnenberg, seconded by Albright to adjourn the meeting at 3:40 p.m. Motion passed unanimously.

Julie Lammers, CMC
City Clerk-Treasurer
City of Vergas

Council Recommendations:

Forgive \$16,000 in assessments at 220 Eva Street.
Transfer up to \$10,000 to EDA/HRA for CEDA employee.

Follow up Actions

Lammers and Grossman to work on daycare opportunity.
Lammers contact the county regarding daycare at 220 Eva Street.
Lammers contact county regarding right of way on Pelican Avenue.

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5. Financial Update

A. 2025 Income and Expenses Report

Files Attached

- 2025 EDA_HRA Revenue and Disbursements.pdf

2025 EDA-HRA Income-Expense Sheet

Beginning Checking Balance \$22,271.54

Revenue:

Vergas General Fund Transfer	5,000.00
411 Diane Ave	1,197.01
230 Eva St	1,344.97

Total Revenue \$7,541.98

Expenses:

SDBC	Donation	2,000.00
409 Diane Ave	Assessments	2589.79

Total Expenses: \$4,589.79

Balance of Checking Account as of 3/31/2025 \$25,223.73

Savings Account

* West Central Initiative 16,578.10

Grant Balance 39,237.91

Total in HRA/EDA Account \$81,039.74

Veteran's Memorial

Income 0.00

Expenses 0.00

Balance of Veteran's Memorial Account \$0.00

Pickle Ball

Income 0.00

Expense 0.00

Balance of Account \$0.00

Grant

Beginning Balance \$50,000.00

Recipients Cutting Edge 762.09

Summers Construction 5,000.00 2/26/25 Approved not distributed

Wild Fire Furs 5,000.00 2/26/25 Approved not distributed

Total \$39,237.91

City of Vergas budgeted \$5,000.00 for 2024 EDA/HRA transfer.

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- AI Conference Information.pdf





AI Con 2025 Is Open for Registration – We'd Love Your Help Promoting It!

We're excited to launch **AI Con 2025** – a practical, hands-on AI workshop designed specifically for small business owners and entrepreneurs. This one-day event will help them build real, usable AI chatbots for the many roles they juggle every day.

💡 The theme: **"10 Hats. 10 Chats... 10[C]hats"**

Attendees will learn how to **create custom AI assistants** for marketing, HR, customer service, planning, and more.

Event Details: Moorhead, MN – June 10

-  **Early Bird Tickets: \$99 (Ends April 30)**
-  Participants build up to **3 AI tools** for their business
-  Includes lunch, snacks, workbook, and swag
-  Seats are limited to **120 per location**

We'd be grateful if you could help spread the word by forwarding this to your network, including it in a newsletter, or sharing the link: **Check it out here** ➡ <https://westcentralmnsbdc.com/ai-con-2025>

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