



City of Hinckley

Hinckley Economic Development Authority Meeting Minutes

Tuesday, June 10, 2025 at 12:00 PM

Council Chambers (Community Room)

106 First Street SE, P. O. Box 366 | Tel: (320) 384.7491 | Fax: (320) 384.7492 | www.hinckleymn.gov

1. Call to Order

Pursuant to due call and notice, the special meeting of the Hinckley Economic Development Authority was called to order by EDA Vice President Wayne Cessna on Tuesday, June 10, 2025, at 12:02 p.m.

Members present: EDA Commission Members: Wayne Cessna, Reid Davis, Tim Burkhardt, Don Zeman, Pine County EDA Coordinator Lezlie Sauter, EDA President Dave Ubl arrived late at 12:04 p.m. Members absent: None. Also present are City Administrator Leaha Jackson and Planning and Zoning Administrator Mark Perry.

2. Approve Agenda

Motion made by Burkhardt, Seconded by Davis, to approve the agenda with the addition of 6C. Initiative Foundation. Voting Yea: Cessna, Davis, Zeman, Burkhardt. Motion carried 4-0.

3. Public Hearings - None

4. Minutes

A. November 12, 2024 - Regular Meeting Minutes

Motion made by Davis, Seconded by Zeman, to approve the November 12, 2024, Minutes. Voting Yea: Cessna, Davis, Zeman, Burkhardt. Motion carried 4-0.

5. EDA Payables/Financials

A. December 2024 Financials & Payables- \$0.00

B. January 2025 Financials & Payables- \$500.00

C. February 2025 Financials & Payables- \$0.00

D. March 2025 Financials & Payables- \$732.00

E. April 2025 Financials & Payables- \$0.00

CD's Renewal April 2025 (.10110):

9- CD's Renewed at 4.00% 1yr, \$26,079.57/each (25K originally)

1- CD Renewed at 3.75% 1yr, \$7,284.23 (\$7k originally)

F. May 2025 Financials & Payables- \$0.00

Motion made by Burkhardt, Seconded by Zeman, to approve the December 2024 through May 2025 Financials and Payables. Voting Yea: Cessna, Davis, Zeman, Burkhardt. Motion carried 4-0.

6. New Business

EDA President Dave Ubl arrived at 12:04 p.m.

A. Resolution 01-2025 Appointing Officers for 2025

Motion made by Zeman, Seconded by Davis, to approve Resolution 01-2025 Appointing Officers for 2025. Voting Yea: President Ubl, Davis, Cessna, Zeman, Burkhardt. Motion carried 5-0.

B. Resolution 02-2025 Appointing Authorized Signers for Hinckley Economic Development Authority

Motion made by Ubl, Seconded by Burkhardt, to approve Resolution 02-2025 Appointing Authorized Signers for Hinckley Economic Development Authority. Voting Yea: President Cessna, Davis, Zeman, Burkhardt, Ubl. Motion carried 5-0.

C. Initiative Foundation 2026 Budget

The Initiative Foundation is requesting 2026 budget confirmations to support their initiatives in 2026. The EDA has historically contributed \$450.00. These funds help further economic development in their district, including Pine County. **Motion made by Burkhardt, Seconded by Ubl, to approve contributing \$450.00 in the 2026 budget. Voting Yea: President Cessna, Davis, Zeman, Burkhardt, Ubl. Motion carried 5-0.**

7. Old Business

A. Small Business Partnership Revolving Loan Fund in North Pine County News

The ad for the Small Business Partnership Revolving Loan Fund was in the November 14, 2024, edition of the North Pine County News.

B. US DOT Thriving Communities Update

The Community Work Plan and Scope of Work were shared in the packet. Administrator Jackson reported they are waiting to hear back from interested engineering firms on the Scope of Work.

8. Open Forum

Pine County Economic Development Coordinator Lezlie Sauter briefly updated the board on the childcare center that the County EDA/HRA was working on. The bids came in too high, so they had to pivot. They are now working with Hinckley-Finlayson School District and Quarry Kids in Sandstone to help develop new childcare slots. The difficulty is that the funds must be spent by the end of June.

9. Miscellaneous

A. Pine County Board Special Meeting- Rural Economic Development- June 24, 2025, 9 a.m. at Watrin Farms

Pine County Economic Development Coordinator Lezlie Sauter gave a brief update on the Pine County Board Meeting, which will be held at Watrin Farms on June 24, 2025. They have updated the time from 9 a.m. to 10 a.m. and will share the agenda once it is out.

10. Adjournment

Motion made by Zeman, Seconded by Davis, to adjourn the meeting at 12:28 p.m. Voting Yea: President Cessna, Davis, Ubl, Zeman, Burkhardt. Motion carried 5-0.

Attest:

Wayne Cessna, President

Secretary Leah M. Jackson