

REGULAR MEETING
ECONOMIC DEVELOPMENT AUTHORITY
December 7, 2016
12:00 Noon

PRESENT: Mark Hanson, Brian Harder, Vern Peterson, Darla Kruser, Mike Nelson, and Jerry Haberman and Clara Johnson and Dean Janzen, Advisories

ABSENT: Steve Syverson

STAFF PRESENT: Rob Anderson

CITY ADMINISTRATOR: Wendy Meyer

GUESTS: Cheryl Hiebert, Observer/Advocate, and Jim Peterson

1. Call to Order: Mark called the meeting to order.

2. Consent Agenda. Additional bills of KDOM Radio, \$108.00, St. James Electric, \$65.00 and Economic Development Association of Minnesota, \$295.00 were presented for payment. Motion made and seconded by Mike and Vern to approve the Consent Agenda with additional bills. Carried.

3. SCDP Request from Peterson Drug & Gifts. Jim Peterson explained the work that was done to the roof of the drug store building. The repairs were necessary to the flat roof and were more cost effective than putting a new or a pitched roof on the building. The building is owned by a separate company called P&P Company. Mark and Jerry questioned the application process. Rob explained that Jim came into his office in August and Rob explained to Jim how the program works. Jim came into the office a couple weeks ago with the invoice. The total amount of the work completed is \$13,875. Of this amount \$4,625 will be a low interest loan, \$4,625 will be a forgivable loan and \$4,625 will be owner equity contribution. After further discussion, motion was made and seconded by Darla and Brian to approve the request. Carried. Vern abstained.

4. Industrial Park Development. a. Next Steps. Rob explained that Bolton & Menk completed their wetland delineation study and found no wetlands. However, there are wetland areas along and to the north of the railroad on land owned by Jerry Haberman. The sanitary sewer main extension from the west end of 2nd Avenue will require wetland permitting. There should not be any issues getting a utility exemption permit to allow the installation of the sanitary sewer main. Bolton & Menk will be conducting a topographic study this week on site. Bolton & Menk continues to work on developing the plat map. b. Annexation / Additional Land Purchase. Rob reported that he and Wendy attended the Mountain Lake Township Meeting a couple weeks ago to explain the project, additional land requested for annexation and process. The township board was receptive to the proposal. We are full speed ahead with the annexation process. Andy Kehren has offered to talk to the Helferich boys about the involvement and potential sale of their land in the project. The pie piece of land along the railroad tracks and Third Avenue is owned by Midway Township. We have approached the township about donating the land to the city. c. Industrial Park Name / Cul-de-sac Road Name. After discussion it was determined that board

members would like additional time to come up with naming ideas. Rob stated that very soon a name will be needed and we need to have a decision on names by the January board meeting date.

5. Custom Motors Agreement. Bill and Lisa Anderson did not sign the Repayment Agreement and return to City Attorney Maryellen Suhrhoff. Board members encouraged Maryellen to pursue legal action against the Andersons with full force. Rob will contact Maryellen.

6. TIF District 1-8. Rob reported that at this time we are waiting on Sanford to let us know their interest in a new downtown clinic. A year ago we were told that it would take a year for Sanford to go through their internal approval process to move forward. That would indicate that a decision will be made by late summer of 2017. Rob stated that we can wait that long but we can't wait forever according to TIF rules. Vern stated that Sanford's number one concern at this time, as well as the entire community is the recruitment of a doctor to take the place of the retiring Dr. Steve Harder.

7. General Discussion. a. Strategic Planning Session. Mark stated that he thought that the day was very productive and our facilitators did a great job keeping the process on track and getting the most out of the day. Mike and Darla asked if we have received any follow up work that the facilitators had said they would send to us to do. Rob will contact Toby and Neil to see where we are at with the report, etc. b. Lori Puente, Property Taxes. Rob reported that Lori agreed to escrow her property taxes with the EDA. Rob made an addendum to the Contract for Deed and provided it to Lori to sign and return. To date, Lori has not returned the document. The first payment was to be made December 1st. Board members instructed Rob to contact Lori to encourage her to sign by the end of December - board is pushing to get this done. Rob will contact Lori. c. Next Regular Board Meeting is January 13, 2017. d. Other Business. Housing needs in the community were discussed. Rob was asked to contact the Community Asset Foundation to discuss any interest in constructing a new apartment building in town or the new downtown development. Empty downtown buildings were also discussed. Rob was asked to contact downtown building owners to see what plans they have for vacant spaces. There is a buyer for The Observer/Advocate building. Hall's Handy Heating & Cooling from Butterfield has purchased the property. Rob mentioned that an individual has contacted him regarding the potential of building a duplex at Lakeview Estates. The Covenants of Improvements do not specifically state that a duplex cannot be built. The general consensus of board members is that if a duplex is being constructed for investment only, then no, it should not be allowed; however, if the owner is living on one side, then yes, can be allowed.

8. Nothing further. Meeting adjourned.