REGULAR MEETING

ECONOMIC DEVELOPMENT AUTHORITY

May 11, 2018

12:00 NOON

PRESENT: Mark Hanson, Vern Peterson, Mike Nelson, Brian Harder, Jerry Haberman, Steve Syverson and Darla Kruser

ABSENT: Dean Janzen, Brad Hanson and Clara Johnson

STAFF: Rob Anderson and Tabitha Garloff

CITY ADMINISTRATOR: Absent

GUESTS: Cheryl Hiebert

1. Call to Order. Mark called the meeting to order at 12:01 p.m.
2. Motion to Approve Consent Agenda. Brian asked about the Little Care Bears property tax bill and dishwasher bill for 1024 Mason manor. Motion made and seconded by Brian and Vern to approve the consent agenda. Carried.
3. Jason Flanagan Loan Update. Rob a brief update on the purchase of Town’s Edge Auto by Jason Flanagan. General discussion followed on Jason’s possible need for additional funding.
4. TIF District 1-8, Economic Development District No. 2 (Downtown Redevelopment Project).
5. Report from EDA 4/27 EDA Construction Committee Meeting. The Committee met with Wayne Wagner from Integro Services Group. Wayne could be hired to help decide what type of building is correct for the downtown area and the needs of the community. Wayne suggested the EDA have a housing project study and/or comprehensive housing study done to determine the housing needs in our community. Jerry asked if both studies needed to be done and will the EDA be in a position to build again before the studies are outdated. Rob stated the cost of the study and Wayne’s fee can be included in the financing the EDA already has for TIF District 1-8.
6. Proposal from Integro Services Group, Inc. Motion was made and seconded by Jerry and Brian to approve the housing study with an exception of $2,500 now and $2,500 upon completion of work requested. Carried. Rob will send out an email vote request regarding the housing study once he contacts Northland Securities with questions the board has, and the vote will be ratified next board meeting.
7. Other. Nothing currently.
8. Day Care Building, Report from EDA 4/27 Construction Committee Meeting/Recommendations on Improvements. Karen reported a water leak in the basement. Hanson Plumbing verified that the sump pump was not working and installed a new sump pump. There was also water running into the southwest corner of the basement in the kitchen area after the last hard rain. Brian suggested hiring Nickel Construction or Lohrenz Construction to add dirt and build up around the foundation. Rob also reported that the siding is getting worse daily. Brian suggested that the EDA get a bid on repainting and new siding. Rob will put an add in the paper and Facebook for bids on siding and painting the daycare building for the June meeting.
9. Housing.
10. Market Analysis. Covered above in 4. a and b.
11. Other. Nothing New.
12. Krienke Foods International (Pop’d Kerns) Notice to Renew Lease. Caleb Krienke has notified the EDA that they intend to renew their lease agreement. Steve suggested a clarification in the new lease renewal what the EDA’s responsibility is for repairs and maintenance.
13. Mt. Lake Commercial Park.
14. Lighting Project, League of Minnesota Cities Competitive Bid Requirements. The community bid requirements do not require the job to be bid out. Total cost of the project is $70,286 which includes supplies and cement work. Motion made and seconded by Mike and Jerry to approve the lighting project. Carried.
15. Casey’s Development Agreement. Section 5.6 page 46 of packet. Duration. The EDA Board would like the following verbiage added: or until such earlier date that the city has recovered the cost of the Public Improvements;
16. Public Hearing on Tax Abatement, May 21 City Council Meeting.
17. Closing Date. The purchase agreement for Casey’s is signed and can officially close after May 21st. Closing date is set for May 28th.
18. General Discussion.
19. Balzer Loan Request. Rob is working on the loan request from Balzer for a robotic welder.
20. Welcome Sign. The design, size and location have been decided. Information on supplies and materials needed are being gathered. The next sign meeting the committee would like to include all contractors involved in installing the welcome sign, so everyone is aware of the project details.
21. Next Regular Board Meeting is June 8th, 2018.
22. Other Business. Rob stated that the Mountain Lake Area Foundation did not have funds available for the grant request made for Downtown Christmas Lights at this time. Total cost of the Christmas Light project is $16,200. Rob has submitted a grant application to Apex Clean Energy though their Big Bend Community Fund in the amount of $5,000. The EDA did receive $10,000 from Odell, $5,000 awarded with a $5,000 challenge grant. Rob received a request from Doris Friesen requesting to purchase lot 3 of Hale Estates. Consensus of Board Members was to decline Ms. Friesen’s request at this time.
23. Adjourn. Mark adjourned the meeting at 1:11 p.m.