



**Blue Earth Economic Development Authority  
Minutes of EDA Board Meeting  
Thursday, December 10, 2015 at 7:15 am  
City Council Chambers, Blue Earth, MN**

- I. President Drake called the meeting to order at the Blue Earth City Council Chambers
- II. Members Present: Kara Drake – President, Bill Eckles – Vice President, Brooke Prestegard, John Huisman, Bill Rosenau, Rick Scholtes  
City Staff Present: Tim Ibisch, City Administrator  
Chamber: Cindy Lyon  
FCDC Staff: Tim Clawson – Executive Director, Beth Moss – Assistant Director  
Also Present: Chuck Hunt, Faribault County Register
- III. Approval of Agenda  
**Motion was made by Huisman, seconded by Eckles to approve the agenda as presented.  
Motion was carried unanimously.**
- IV. Approval of Minutes  
**Motion was made by Rosenau, seconded by Eckles to approve the minutes of the November 12, 2015 board meeting as presented. Motion was carried unanimously.**
- V. Approval of Bills  
**Motion was made by Rosenau, seconded by Huisman to approve the bills for November, 2015 as presented. Motion was carried unanimously.**
- VI. Correspondence, Budget Update and Staff Update.
  - a. Correspondence
    - No correspondences at this time
  - b. Loan Updates
    - Coxworth Water Conditioning is paid through June, 2015
    - Michelle's Sewing requires updating of UCC filing due to the extension of the loan.
    - The loan for the Cedar Inn is pending through the SBA.
  - c. Budget Update
    - Ibisch noted that there will be a decrease in expenses at the Ag Center in 2016 due to the elimination of outsourced cleaning services as they will now be provided by city staff.
    - Ibisch stated that the County is in the process of remodeling the space at the Ag Center and is on schedule for their projected move in date in March 2016.
  - d. Chamber of Commerce Update
    - Chamber Report from Lyon was included in packet
    - Lyon stated that both the Chamber and CVB Board met and voted to proceed with an offer on the former Crazy Cow Creamery site. The Chamber offered \$46,000 and received a counter offer in the amount of \$58,500. The Chamber is in the process of preparing a counter offer. Lyon has conducted research and has spoken with numerous agencies and businesses to discuss options and plans available for moving forward with the purchase of the former Crazy Cow Creamery site.
  - e. City Administrator Update



- City Administrator's Report from Ibisch was included in packet. Ibisch noted that the Local Government Aid (LGA) funding should be appropriate for the City of Blue Earth's needs.
  - Ibisch stated that the City Council approved the tax levy on December 7, 2015 for the 2016 budget.
- f. FCDC Update
- Administrative Report from Clawson and Moss was included in packet.
  - Clawson noted that he and Moss attended and helped facilitate discussion at the County Surface Water Form workshop in Wells. There were representatives from the Minnesota Pollution Control Agency who spoke on the topic of demolition and a representative from the MN Brownfields. Four out of five County Commissioners were in attendance.
  - US Senator Amy Klobuchar's visit hosted by FCDC was a success with good discussions and dialogs had.
  - Clawson attended the Region 9 Development Commission's 33<sup>rd</sup> Rural Legislative Forum on December 3<sup>rd</sup> which primarily focused on Workforce and Workforce Housing.
- VII. New Business:
- a. Giant Museum/CVB – Site Acquisition Loan Request
- Clawson proposed that the BE EDA approve a Revolving Loan Fund request in an amount up to \$60,000 for the Chamber of Commerce and CVB's purchase of the former Crazy Cow Creamery site.  
**Motion made by Huisman, seconded by Eckles to approve a loan up to \$60,000 to the Chamber and CVB. Motion was carried unanimously.**
- b. Commercial Building Exterior Improvement Grants
- Clawson presented Commercial Building Exterior Improvement Grant application for the Faribault County Register to replace the current sign that is broke and weathered. The Faribault County Register provided a quote from Stauffer Graphics & Sign in the amount of \$744.00.  
**Motion was made by Eckles, seconded by Huisman to approve the grant up to \$400. Motion was carried unanimously.**
  - Clawson noted that Oswald Brewing will be submitting reimbursement paperwork for a previously approved Commercial Building Exterior Improvement Grant for their new sign.
- c. Ag Center
- Tenant Update
    - Ibisch stated that the City received two letters one from Farrow Cabinetry and one from Interfaith Caregivers notifying the City that they will be moving out of the Ag Center at the end of the year. The spaces occupied by these two companies may require some renovations prior to new tenants moving in.
    - Ibisch also noted that Terry Davis has become a full time employee of the City.
  - Parking Lot Grants
    - Clawson reported that the \$500,000 grant submitted by Faribault County Soil and Water for the parking lot improvements at the Ag Center was denied. Clawson noted that approved funding which is available thru the Community Partners Funding Program was \$28,413.92 for the BE EDA and another \$25,000 was granted to the FCDC in addition to the \$6,470.52 made available thru the Section 319 Funding for a grand total of \$59,884.44 which can be used towards the parking lot improvements.
- d. Update Loan Application Requirements



- Clawson suggested that moving forward it would be best practice to require current personal financial statements from all applicants having greater than 20% ownership. Rosenau will provide a blank form to include with applications.
- e. 2016 Board Slate
- President Drake's term ends December 31, 2015. Drake would like to continuing serving on the board. Currently there is one opening on the EDA board and an advertisement has been placed to seek interested candidates. The new officer slate will take effect at the first meeting in January.
- VIII. Old Business:
- a. Golden Spike Business Park – Lot Pricing
- Clawson posed the question to the board as to whether or not pricing had been discussed or determined for the lots available in the Golden Spike Business Park and it was concluded that this had yet to be completed. Clawson will gather data to present to the board in January.
- b. Workforce Housing Update
- Clawson reported that there continues to be exploration of funding options for workforce housing. Currently there are workforce housing funds available through the state and there is special legislation being proposed for workforce housing tax credits during the next legislative session. There has been interest from local businesses that are willing to work with the City and interested in pledging financial support. The City is working towards developing and implementing a plan in 2016 so that it can be completed in 2017.
- IX. Other Business:
- a. Other Business
- Drake mentioned that she was approached by Michelle Stindtman about the need for a defibrillator at the Ag Center. Ibisch noted that there are grants available for obtaining a defibrillator and would work on securing to have onsite. It was also noted that training would need to be conducted on the correct use of the defibrillator.
- X. Adjournment
- Motion made by Huisman, seconded by Scholtes to adjourn the meeting. Motion was carried unanimously.**

**Next regular meeting scheduled for January 14, 2016 at 7:15 am**