



**Blue Earth Economic Development Authority
Board Meeting Notice and Agenda
Thursday, May 12, 2016 at 7:15 am
Official Proceedings**

Minutes:

- I. Chair Eckles called the meeting to order at the Blue Earth City Council Chambers
- II. Members Present: Bill Eckles - Chair, Brooke Prestegard - Vice Chair, Bill Rosenau - Secretary/Treasurer
Kara Drake, Daryle Pomranke, John Huisman
Members Absent: Rich Scholtes
City Staff: Tim Ibisch - City Administrator
Chamber Staff: Cindy Lyon - Executive Director
FCDC Staff: Beth Moss - Assistant Director, Tim Clawson - Executive Director
Also Present: Chuck Hunt - Faribault County Register
- III. Approval of Agenda
 - Clawson requested that the agenda be amended to include the American Legion to New Business – Commercial Building Exterior Improvement Grant Applications.
Stand as approved
- IV. Approval of Minutes

Motion was made by Rosenau, seconded by Huisman to approve the minutes from the April 14, 2016 board meeting. The motion was carried unanimously.
- V. Approval of Bills and Financials
 - Ibisch noted that the first half of the property taxes in the amount of \$23,708.69 have been paid for the Ag Center which is higher than last year and the assessor is currently reevaluating property valuation for 2017.
 - Pomranke inquired about the \$4,166.66 paid to Faribault County Development Corporation (FCDC) and it was noted that this the monthly payment for the contract services provided by FCDC.
Motion was made by Huisman, seconded by Drake to approve the bills and financials for April, 2016 as presented. The motion was carried unanimously.
- VI. Correspondence, Budget Update and Staff Update.
 - a. Correspondences
 - Ibisch noted that included in the agenda packet is a request from Friends of Blue Earth Community Library requesting placement of a Little Free Library in the Ag Center. Ibisch will work with the organization on placement within the Ag Center.
 - b. Exiting Loan/Grant Updates
 - Clawson noted that a new amortization schedule is required for BRP Investment, LLC
 - Ibisch noted that even though Coxworth Water Conditioning is six months behind, they have paid on time for the last three months.
 - c. Chamber of Commerce Update – Cindy Lyon
 - The Chamber continues to work with Representative Bob Gunther on securing state grant money for the Green Giant Museum and Visitor Center. Bolton & Menk completed the property survey for Chamber owned land and will be providing the Chamber with copies.



- This Chamber received generous contributions this past month including a \$5,000 anonymous contribution, \$1,000 contributions from both Bolton & Menk and Lars Bierly of Minn-Iowa Agency and a \$100 contribution from Dar and Gary Holmseth bringing the current total contributions to \$97,820.20.
 - The newest Chamber member is New Horizon's Adoption Agency and new memberships from Prairie Lake Transit and the Cedar Drive Inn are pending.
 - The Elmore Assisted Living Grand Opening and Ribbon Cutting Ceremony is taking place on May 18, 2016 from 3-6pm and all are invited to attend.
- d. City Administrator Update – Tim Ibsch
- The new City Welcome sign for north Highway 169 is on the agenda for the upcoming City Council meeting on Monday, May 16 and the Council is hoping to approve at that time.
 - There was a Main Street pre-construction meeting held at the Ag Center on Thursday, May 5, 2016 where information was provided on parking restrictions as well as an estimated timeline of the project. It is anticipated that construction will begin on Monday, May 23, 2016 with construction beginning on 6th Street first. FCDC gave an overview of the Construction Mitigation Loan program.
- e. FCDC Update
- Wells Food Processing was purchased by Brakebush Brothers, Inc. on April 21, 2016 and is anticipates that they will be adding a second shift in July, 2016.
 - The FC EDA approved a \$15,000 Commercial Rehabilitation Revolving Loan with Forgivable Incentive for Farmers Insurance, Chris Gack Agency in Blue Earth. This included a \$2,000 forgivable loan through the Blue Earth EDA.
 - Minnesota Governor Mark Dayton has proclaimed the week of May 9, 2016 Economic Development Week. The week kicked off with the launch of the Minnesota Medical Manufacturing Partnership in St. Paul.
 - Clawson attended the I-90 Legislatures reception in St. Paul, MN which was attended by roughly 160 legislators plus their guests.
 - Clawson noted that the Green Giant Museum and Visitors Center would be included in the Legacy Fund bill for next year's legislative session.

VII. New Business:

- a. Commercial Building Exterior Improvement Grant Applications
- Faribault County Register – Clawson presented an application for the Faribault County Register for the replacement of three dilapidated hand railings at the back entrance of the building. An estimate from Andrew Lorenzen Construction was included.
Motion made by Drake, seconded by Prestegard to approve the Commercial Building Exterior Improvement Grant for up to \$562.50 for the replacement of the hand railings. The motion was carried unanimously.
 - Rainbow Food Co-op – Clawson presented an application for the Rainbow Food Co-op for the replacement of the back entrance storm door, handicapped accessible sill/trim and interior landing step. An estimate from David Warner Builder was included.
Motion made by Huisman, seconded by Rosenau to approve the Commercial Building Exterior Improvement Grant for up to \$792.50 for the replacement of the back entrance storm door, handicapped sill/trim and interior landing step. The motion was carried unanimously.



- Blue Earth Custom Embroidery – Clawson presented an application for Blue Earth Custom Embroidery for the replacement of a door and four windows and to strip and steel the brick walls that are corroded. An estimate from Pat Murphy Construction was included.
Motion made by Huisman, seconded by Pomranke to approve the Commercial Building Exterior Improvement Grant for up to \$2,925.00 for the replacement of a door and four windows and to strip and steel the brick walls that are corroded. The motion was carried unanimously.
- Blue Earth American Legion – Clawson presented an application for the Blue Earth American Legion for the replacement of the rear entrance door and frame. Estimates from Vets Glass and Fairmont Glass and Sign were included.
Motion made by Drake, seconded by Huisman to approve the Commercial Building Exterior Improvement Grant for up to \$1,547.50 for the replacement of the rear entrance door and frame. The motion was carried unanimously.

VIII. Old Business:

- a. Ag Center Parking Lot
 - The final grant paperwork for the Ag Center Parking Lot was approved by Soil and Water and a request for bids has been sent out. The City and EDA will be hosting a tenant meeting to discuss the time frame and parking restrictions during the project sometime in June, 2016.
- b. Workforce Housing Update
 - Clawson noted that there continues to be discussions with local manufacturers and realtors as it relates to workforce housing. He also noted that another avenue to consider is other existing properties that are currently available in town that could be improved and used to address the workforce housing need.
- c. Golden Spike Business Park
 - It was determined that in order to list the lots available at the Golden Spike Business Park on the MLS website it will require the use of a broker. Clawson will work with individuals from Barslou Realty and O/NE Realty to prepare a joint listing agreement and present at the next BE EDA.

IX. Other Business:

- Pomranke inquired as to whether there were restrictions in place for the replacement of the awnings on Main Street. Ibisch noted that the awnings must be attached to the building and that the width must not exceed 7 feet. The property owners will also need to obtain a permit to hang the new awnings. There are no restrictions on the design, materials or contractor the property owners choose to use.
- Clawson noted that there may be a need to change the June meeting date.

X. Adjournment

Motion made Huisman, seconded by Drake to adjourn the meeting. The motion was carried unanimously.

Next regular meeting scheduled for June 9, 2016 at 7:15 am