

**Lanesboro Economic Development Authority**  
**Regular Meeting**  
**Thursday, August 6, 2020, 11:00 a.m.**  
**Via Zoom and in the Lanesboro Community Center Dining Room**

**Present:** Phil Dybing, Elaine Edwards, Tom Smith, and Cathy Enerson

**Absent:** None

**Visitors:** Darla Taylor, Andrezj Zalinski, Sarah Peterson

Member Edwards called the Regular Meeting of the Lanesboro Economic Development Authority to order at 11:04 a.m.

- A. **Agenda:** Cathy Enerson asked to add the Regional Development Tour to the agenda. Member Dybing motioned to approve the agenda with the addition. Member Smith seconded the motion. Motion carried all in favor.
- B. **Approval of the Minutes:** Member Dybing motioned to approve the minutes from July 2, 2020 as with the correction to the Treasurer's Report changing my to by. Member Edwards seconded the motion. Motion carried all in favor.
- C. **Persons Appearing before the EDA:** None

**Regular Business:**

**A. New Business:**

**1. EDA Director:** Cathy Enerson introduced herself to the board. She will be our new representative from CEDA. Cathy has worked for CEDA the past 12 years with a strong housing background. She also serves the communities of Preston and Eyota. The directors report was submitted by Rebecca Charles:

❖ **OUTREACH AND NETWORKING**

- I. Michele Peterson, City of Lanesboro – re: EDA, grant programs, REV, COVID-19
- II. Elaine Edwards – re: EDA & COVID
- III. Jennifer Hawkins (Minnesota State) – re: REV
- IV. Brett Stecher (Lanesboro Pastry Shop) – re: COVID
- V. Randy Rakosnik (Root River Unwind) – re: COVID
- VI. Caleb Lauritsen-Norby (Parkway Market) – re: COVID
- VII. Melissa Wray (Lanesboro Arts) – re: REV Mini Pods
- VIII. Brenda Pohlman (Fillmore County Dept. of Public Health)
- IX. Julie Kiehne (Winona State University)
- X. Michael Seiler (Eye Prize Marketing) – re: EDA website

❖ **NEW PROJECTS**

**I. COVID-19**

- a. Attended a CEDA Meeting to discuss use of CARES ACT funds, along with an area auditor to assist with questions of what is allowable and what is not. This list was forwarded to Michele as well. 07.22.2020
- b. Southern Minnesota Imitative Foundation Small Town Grant Program.  
A grant application was written requesting \$10,000 for the establishment of a

Stay Safe Resource Grant program to offer up to \$200 of assistance to businesses. Application was submitted on 07/28/2020

c. FY 2020 Public Works & Economic Adjustment Assistance Program (Economic Adjustment Assistance, EAA) From the USEDA

i. Email requests for Letters of Support were sent out to the following businesses:

- **Beautiful Something**, Shanalee Knight
- **Commonweal Theatre Company**, Hal Cropp
- **Cottage House Inn**, Alison Leathers
- **A Guest Hus Motel**, Drew Ferguson
- **Home Sweet Home**, Elizabeth Mason
- **Bluffscape Amish Tours**, Joan Ruen
- **Habberstad House**, Elaine Edwards
- **Eagle Cliff Campground**
- **Lanesboro Pastry Shoppe**, Maria Rothen
- **Historic Scanlan House B&B**, Kirsten Mensing
- **High Court Pub**, Paul & Louanne Hammann
- **Mrs. B's, Lanesboro's Historic Inn**, Trish Capua
- **Coffee Street Inn**, Cleo Boll
- **Spellbound Atelier**, Ann Madland
- **The Granary**, Kirsten Mensing
- **Aroma Pie Shoppe**, Karna Hudoba
- **Thompson House B&B**, David Grey
- **Lanesboro Sales Commission**, Joe Nelson

ii. Letters were received from the following businesses. All letters were uploaded into SourceLink.

- Commonwealth Theatre Company
- Cottage House Inn
- Haberstad House
- High Court Pub
- A Guest Hus Motel

iii. Grant writing in process for application

❖ **EXISTING PROJECTS**

**I. REV Program**

- a. Mini-Pods: Melissa Wray (of Lanesboro) was selected to produce a mini podcast series for all of the REV communities. I provided a list of times to Melissa that I felt would be appropriate for the Lanesboro Podcast Episode. That included: the mayor/council member, city administrator, EDA President, a private small business owner and a nonprofit director.
- b. REV Quarterly Meeting 07.15.2020
  - i. Sustainability Plan completion and preparation for implementation
- c. REV Information Session for New REV Applicants 07.21.2020

**II. Business Enrichment Series**

- a. Spoke with Julie Kiehne at Winona State University about the REV Team and EDA's decision to move forward with planning for the next workshop.

- i. The topic for the second course will be employee management and will take place the week of December 16<sup>th</sup>.
- ii. The topic for the third session will be Online Marketing and will take place the week of January 25<sup>th</sup>.

**III. CEDA 2020 Regional Development Tour/Video**

- a. General outline for video has been submitted to CEDA RDT Team.
- b. In process of setting up time for interviews

**IV. AARP Community Challenge Competitive Grant Applications**

- a. Neither of the Lanesboro projects were approved, as I was informed that none of the projects in Southeastern Minnesota were selected. If these projects do not get done before, I will plan to update and resubmit next year.

**V. Statewide Health Improvement Program (SHIP) mini-grant**

- a. Funding from Fillmore County Public Health currently pending approval. Current delay is due to COVID-19. I reached out to Brenda Pohlman most recently on 07.17.2020 via email. Still awaiting an update.

**B. Updates:**

1. **Treasurer's Report:** The operating fund has a balance of \$9460.63, the Loan fund balance is \$20,719.33 as of July 29, 2020. Treasurer's report was approved by consensus.
2. **City/P&Z/HPC/LPU:** Member Smith noted the Community Center will remain closed for the 2020 calendar year. Street vacates and detachment requests were also discussed. Council Member Johnson resigned and they will be asking for letters of interest from residents to fill the vacated position. It was also noted that Hwy 250 is scheduled for work in 2026. The dam project is ahead of schedule.
3. **Chamber of Commerce:** The Visitor's center is again being staffed, with communication through a window, on Fridays, Saturdays, and Sundays with all phone calls being answered remotely. Marketing is happening through Minnesota Monthly as well as the Visitor's Guide Bucket list Challenge. Masks have been received and are being distributed. The Dairyland Grant will also be applied for again.
4. **Lanesboro Business Update:** Brewery look at Oct 1 opening.
5. **School:** The construction project is on schedule with the building to be ready by the start of school on September 8. A special meeting was held to finalize the re-opening plan. Currently all students will be in person full time with classrooms at 50% capacity. This plan will stay in effect unless we would see our risk level change by 4 levels. Transportation is an issue and bus drivers are needed.

**C. Old Business:**

1. **Housing Institute:** 5 of the 9 team members attended the first meeting that was held digitally, offering many meeting tools for group interaction. The Lanesboro team feels a housing study isn't necessary however, more consensus and alignment of groups and goals is priority. Member Dybing also noted the old Methodist Church site will be up for sale soon.
2. **Business Enrichment Series Update:** No update

3. **REV:** The LEAN draft is due by August 13<sup>th</sup>.

**D. Other:**

1. **Regional Development Tour:** The script was presented to the board by Cathy Enerson. Input and suggested changes were requested. Cathy suggested the script should highlight current opportunities within the City of Lanesboro. August 12, 2020 is the scheduled date for taping.

**Adjourn:** Member Dybing moved to adjourn at 12:07 p.m. Motion seconded by Member Smith. Motion carried all in favor.

**Next Meeting:** Thursday, September 3, 2020 at 11:00 a.m.

Respectfully Submitted,  
Darla Taylor  
Deputy Clerk