

Approved 10/7/21

Lanesboro Economic Development Authority
Regular Meeting
Thursday, August 5, 2021 10:30 a.m. Via Zoom and In Person Council Chambers

Present: Phil Dybing, Elaine Edwards, Joe Goetzke, and Cathy Enerson

Absent: None

Visitors: Andrezj Zalinski, Megan Boyum, Michael Seilor, Michele Peterson and Darla Taylor

1. **Call To Order:** Member Edwards called the Regular Meeting of the Lanesboro Economic Development Authority to order at 10:30 a.m.
2. **Agenda:** Member Goetzke motioned to approve the agenda. Member Dybing seconded the motion. Motion carried all in favor.
3. **Welcome Guests:**
4. **Approval of the Consent Agenda:**
 - A. EDA Minutes August 5, 2021
 - B. August Financial Report
Member Dybing motioned to approve the Consent Agenda items as presented. Member Goetzke seconded the motion. Motion carried all in favor.
5. **City Business:**
 - A. **Council Reps/City Administrator/Planning and Zoning:** It was noted that the Tax Abatement for the Griffin Development had been approved by the city and the county. Bids for the EMS remodel are due on 9/3/21, and a 2022 Road Project is moving forward with the assistance from Bolton and Menk.
 - B. **Chamber Report:** Megan Boyum was introduced to the board as the new office assistant. Steve Harris is also on retainer for his writing services. A membership drive will be coming up before the end of the year.
 - C. **School Board:** updates shared from an email include that teachers have started this week and the first student day for high school will be on Sept 7 and on Sept 9 for elementary students. The enrollment has gone up from 397 at the end of last year to 418 currently. The daycare fed 92 kids last week. Finally the solar panels are on backorder and in a holding pattern.
6. **Revolving Loan:**
 - A. Updates: Cathay shared expenses that should be shared with applicants who are applying for a loan including a \$46 recording fee, a \$20 UCC Financing Fee, a mortgage registration tax, and the city attorney fee. A motion to table this item was made by Member Goetzke and seconded by Member Dybing. Motion carried all in favor.
 - B. New Loans: None
 - C. MiEnergy cost to create loan documents: Cathy Enerson noted that fees to create the loan documents were passed along to the EDA for payment. At this time the amount is unknown.
7. **Old Business:**
 - A. SMIF Grant new application and former grant report: Cathay noted that the grant report was submitted with all milestones met. A new application for \$9500 was approved for the livability tab to be created for the website with work to be completed by October of 2022. A motion to recommend the approval and

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acceptance of the SMIF Grant for \$9500 to the city council was made by Member Goetzke and seconded by Member Dybing. Motion carried all in favor.

8. New Business:

- A. 2022 Budget: It was noted that the CEDA contract would have a 3% increase. The question was raised about the possibility of creating a Lanesboro Housing Trust Fund as the legislature has a match available for 2022. A motion was made to have EDA staff apply to the LACF for \$2000 to supplement the project development fund by Member Goetzke and seconded by Member Edwards. Motion carried all in favor
- B. Bunge Lot Survey: 55 survey results were shared. The committee questioned whether there were current ordinances in place that would limit the height of a new building, the # of apartments, or the number of off site parking spaces required for a new building. Administrator Peterson will share ordinance information with the board members. A possible meeting with a developer is scheduled for the end of September.

9. **Director's Report:** Cathy asked board members to review the list of educational opportunities and try to attend. A Welcome Week proclamation will be sent to the city council. We have a new USDA representative and Cathy is working with him to get the loan funds to us as quickly as possible. Cathy Enerson would also like to start some Strategic Planning for 2022 with 1-3 year goals. A motion was made to accept the \$500 grant from E1 for education by Member Edwards and seconded by Member Dybing. The motion carried all in favor.

10. **Other:** Member Dybing noted that the Minnesota Housing Project will have an October 17th final meeting to present the Lanesboro story.

11. **Adjourn:** Member Dybing moved to adjourn at 11:40 a.m. Motion seconded by Member Goetzke. Motion carried all in favor.

Next Meeting: Thursday, October 7, 2021 at 10:30 a.m.

Respectfully Submitted,

Darla Taylor
Deputy Clerk