

Approved 2/3/22

**Lanesboro Economic Development Authority**  
**Regular Meeting**  
**Thursday, January 6, 2022 at 10:30 a.m.**  
**Via Zoom and In Person Council Chambers**

**Present:** Elaine Edwards, Joe Goetzke, and Cathy Enerson, member Dybing participated virtually due to a health concern.

**Absent:** None

**Visitors:** Sarah Peterson, Michael Seiler, Jason Resseman, and Dina Shaesha

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 Dybing motioned to approve the agenda with the additions of Forfeited Property and Capron Building to Other.. Member Goetzke seconded the motion. Motion carried with all in favor.
3. **Welcome Guests:** Guests were welcomed, no comments were received.
4. **Approval of the Consent Agenda:**
  - A. EDA Minutes December 2, 2021
  - B. December Financial Report

Member Goetzke motioned to approve the Consent Agenda items as presented. Member Dybing seconded the motion. December loan repayments will be added to the spreadsheet and shared with members. Motion carried with all in favor.

**5. City Business:**

- A. **Council Reps/City Administrator/Planning and Zoning:** The Attorney Contract and fee schedule was approved. Zoning continues to discuss the possibility of allowing food trucks in town.
- B. **Chamber Report:** Director Zalasinski is currently at a conference. Members and staff are getting ready for the annual meeting, where there will be voting for the 2022 membership and consideration for bylaw amendments. Work on the guide will also begin soon.
- C. **School Board:** Sarah Peterson noted that there will be a special school board meeting next Monday to discuss the Federal mandate that all businesses with over 100 employees must require all employees to be vaccinated.

**6. Revolving Loan:**

- A. **Client Fees:** Director Enerson will update the documents to share the fee schedule approved by the City Council.
- B. **USDA Funding:** We are currently awaiting funding.
- C. **New Loans:** Director Enerson noted that due to a family emergency, there has been a delay in the application process, however they are now moving forward.
- D. **Construction Disruption Loan Program:** Member Goetzke motioned to table the discussion. Member Edwards seconded the motion. Motion carried with all in favor.

**7. Old Business:**

Approved 2/3/22

- A. Workforce Housing Grant:** Director Enerson noted an increased evaluation of the old Methodist Church project. There will now be 2 two bedroom apartments and 7 one bedroom apartments. Enerson is working on revisions to the application and will get it submitted.
- B. L.E.A.N. Meeting;** Member Edwards reviewed the lunch that was held with SMIF at which time there was extensive discussion about the process and how far Lanesboro came in that process. We will receive a copy of the ripple mapping that was done earlier.
- C. Ongoing-MN Housing extends additional technical assistance:** Member Dybing noted that there are additional programs and resources available to help expand opportunities.
- D. Eagle Bluff - Public Space:** Member Goetzke noted that upon further discussion Eagle Bluff has realized that they will not meet all of the qualifications necessary to apply for grant funding from the Federal EDA. For this reason the project is currently on hold.
- E. Wayfinding Sign:** The sign is complete, and will be installed in the spring. Work is currently underway to receive the funding in order to pay for the work that has been completed.

**8. New Business:**

- A. Livability Site Presentations:** Both Dina from Curve and Michael from Eye Prize Marketing provided presentations based on the RFP for the livability tab. Member Goetzke motioned to accept the proposal from Eye Prize Marketing in the amount of \$9,940 that includes three months of marketing. Member Dybing seconded the motion. In the future members noted a desire to do a city wide branding project. Motion carried with all in favor.
- B. Area Foundation - For Website ADA:** Member Goetzke motioned to table the discussion. Member Edwards seconded the motion. Motion carried with all in favor.
- C. Schedule and invites for housing inventive development:** Director Enerson and Member Dybing will discuss and finalize a plan outside of the meeting.
- D. Southeast Regional Partnership Project:** Members noted a desire to submit a letter of intent to apply for the program, Director Enerson will work on the proposal. The idea of studying how the community could support year round tourism was discussed.

**9. Director's Report:** The printed report was included in the packet materials..

**10. Other:**

- A. Forfeited Property:** Administrator Peterson will look into the definition of Public Purpose as it relates to public housing. If needed a special meeting will be called of the City Council and the EDA.
- B. Capron Building:** Member Dybing noted a desire to generate ideas to help this building so that it does not remain empty.

**11. Adjourn:** Member Goetzke moved to adjourn at 12:35 p.m. Motion seconded by Member Edwards. Motion carried all in favor.

**Next Meeting:** Thursday, February 3, 2022 at 10:30 a.m.

Respectfully Submitted,

Michele Peterson, MCMC, City Administrator/Clerk