

Approved 12/1/22

**Lanesboro Economic Development Authority
Regular Meeting
Thursday, November 3, 2022 at 10:30 a.m.
Via Zoom and In Person Council Chambers**

Present: Phil Dybing, Tom Pursell, Cathy Enerson and Joe Goetzke

Absent: None

Visitors: Michael Seiler, Sarah Peterson, Ryan and Alissa Palmer, Barb Jeffers and Bonita Underbakke.

1. **Call To Order:** Member Dybing called the Regular Meeting of the Lanesboro Economic Development Authority to order at 10:30 a.m.
2. **Agenda:** Member Pursell motioned to approve the agenda with the additions of Livability Tab and Charging Stations under old business and Board Size under new business. Member Goetzke seconded the motion. Motion carried with all in favor.
3. **Welcome Guests:** No comments were shared.
4. **Approval of the Consent Agenda:** Member Dybing motioned to approve the Consent Agenda Minutes. Member Pursell seconded the motion. Motion carried all in favor. Member Goetzke motioned to approve the Consent Agenda Financial Reports. Member Pursell seconded the motion. Motion carried with all in favor.
 - a. October 6, 2022 EDA Minutes
 - b. Financial Reports
5. **City Business:**
 - a. **Council Reps/City Administrator/Planning and Zoning:** A public hearing will be held to update the liquor ordinances. The road project will be wrapping up in the next few weeks. Elections will be on Tuesday November 8th. Planning and Zoning will be taking a closer look at accessory dwellings.
 - b. **Chamber:** Membership Drive is underway and has been re-worked to more of a value/benefit format.
 - c. **School Board:** Sarah Peterson shared that there were 81 participants that attended the Small Schools Teaching Conference. The solar panels will arrive this week. The lottery for the Electric Bus wasn't received. The Strategic Plan process will begin tonight.
6. **Revolving Loan:**
 - a. **New Loan:** Ryan and Alisa Palmer were in attendance to request some gap financing to help them acquire the blue hotel property to add 10 units to their current property. A commercial space on the 1st floor will be lower priority of the project. The request is for \$20,000 at 7 years with 2% interest. A motion was made by Member Goetzke to approve the loan pending bank

approval and 1:1 collateral proved via the bank appraisal as well as USDA fund reimbursements deposited into the city account. The motion was seconded by Member Pursell. Motion carried with Member Dybing abstaining.

- b. Tax Abatement Update:** Administrator Peterson noted it is all completed.
- c. Collections-Beautiful Something:** Cathy Enerson has reached out to Shanalee Erwin with no response. The next step is to send it over to Attorney O’Koren.

7. Old Business:

- a. Housing Incentive:** Member Dybing noted that the Lanesboro Golf Course turned down the request to offer a free membership. It was noted that Mi-Energy has some rebates available.
- b. EDA Brochures:** Quotes from Kelly Printing and Peterson Creative were received. A motion to approve the bid from Peterson Creative at \$235 from the general fund was made by Member Goetzke and seconded by Member Pursell. Motion carried all in favor with Member Goetzke noting the value of assets offered by Peterson Creative and the continuity Sarah offers the EDA Brochure.
- c. USDA:** Darla Taylor and Cathy Enerson are working to get all reporting requirements into the lync system.
- d. Community Cooperative Investment Group:** A kickoff high level meeting will be later tonight presented by Kevin Edberg.
- e. Grants:** The SMIF reporting is due at the beginning of December. The \$50,000 Blandin Grant Funds will need to be accepted. A motion to recommend the city council accept the funds of the Community Planning Grant from Blandin in the amount of \$50,000 was made by Member Dybing and seconded by Member Pursell. Motion carried all in favor.
- f. Updates G3 and Lamon:** There will be no construction this year on the G3 Development. The Lamon project is working through a storm water run off obstacle.
- g. Livability Tab:** The expenses for the project have exceeded the budgeted and approved amount by \$1964.11. A Motion was made by Member Goetzke to request Eye Prize Marketing reimburse the EDA in the amount of \$1164.11 noting that \$800 will be used from the stay safe grant to cover the difference. The motion was seconded by Member Pursell. Motion carried all in favor.
- h. Charging Stations:** Member Pursell noted the approximate cost of infrastructure installation for a Level 3 charging station is \$20,000. He will continue to pursue funding opportunities.

8. New Business:

- a. USDA -Deed:** A power point presentation was shared and included in the packet materials.
- b. Tax and TIF form:** Cathy Enerson presented a draft version of a form from Eyota. The form will be updated for Lanesboro and brought back to the board for approval next month.
- c. University of MN Extension Services:** A motion to approve the spending of \$8,000 for the U of MN Tourism Study from the grants funds was made by Member Goetzke and seconded by Member Dybing. Motion carried all in favor. Member Pursell offered to look over the contract.
- d. Board Size:** Member Dybing noted the desire to increase the number of board members from 3 to 5. Administrator Peterson will bring the topic to city council in December.

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Adjournment: Member Goetzke motioned to adjourn the meeting at 11:55 a.m. Member Dybing seconded the motion. Motion carried with all in favor.

Next Meeting: Thursday, December 1, 2022 at 10:30 a.m.

Respectfully Submitted,

Darla Taylor