

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
SEPTEMBER 18, 2014**

1. CALL TO ORDER

Lieske called the meeting to order at 7:03 am in the City Council Chambers, 415 Central St. W.

MEMBERS PRESENT:

Prigge, Zellner, Lieske, Kuchinka, Pierskalla and Daleiden

MEMBERS ABSENT:

Furrer

STAFF PRESENT:

Joel Erickson, City Administrator

OTHERS PRESENT:

None

2. AGENDA

Lieske asked if there were any additions, deletions or corrections to the agenda. A motion was made by Daleiden and seconded by Kuchinka to approve the agenda as presented. Vote for: Prigge, Zellner, Lieske, Kuchinka, Pierskalla and Daleiden. Against: None Vote 6-0. Motion carried.

3. APPROVAL OF THE MINUTES FROM THE AUGUST 21, 2014 REGULAR

Lieske asked if there were any additions, deletions or corrections to the minutes. A motion was made by Daleiden and seconded by Kuchinka to approve the minutes of the August 21, 2014 regular meeting. Vote for: Prigge, Zellner, Lieske, Kuchinka, Pierskalla and Daleiden. Against: None Vote 6-0. Motion carried.

4. CONSIDER APPROVAL OF THE AUGUST 2014 TREASURER'S REPORTS AND MONTHLY BILL(S)

Erickson said August had a beginning balance of \$223,348.29, revenues of \$516.35 and expenses of \$2,523.48 for an ending balance of \$221,341.16. He said the bill(s) to be paid were for the summer internship program with Rice County and payroll/associated benefits for staff. Prigge requested that Erickson cut a check for \$1,000.00 to the Lonsdale Crawl that was approved at the last meeting. A motion was made by Daleiden and seconded by Pierskalla to approve the August 2014 Treasurer's Report and monthly bill(s). Vote for: Prigge, Zellner, Lieske, Kuchinka, Pierskalla and Daleiden. Against: None Vote 6-0. Motion carried.

5. OLD BUSINESS

a. Update on the Small Cities Development Program Grant

Erickson said he spoke to Pettipiece & Associates, Inc. and it is looking very good for the Area No. 5 section of town for both housing rehabilitation and water main funding. Erickson said more surveys need to be returned to qualify statistically as far as the number of surveys returned. Erickson said the remainder of the older section of town could qualify under a separate grant application or be a secondary area to Area No. 5. Erickson said as far as the commercial area, it is not recommended to proceed because it will reduce the City's overall chances of getting grant funding. Erickson said only 8 of the 34 commercial surveys have been returned.

b. Discuss an "App" for Lonsdale

Erickson said this item has been discussed at the last several meeting and a webinar was conducted earlier in the month with several Board members participating. Erickson said that overall, the app is good and the newest way of communicating information that is already available to residents. He said additional staff time will be needed to keep the app current but the exact amount of time is unknown at this time. Prigge asked if the company could provide the City with a form for businesses to fill out to reduce the amount of staff time. Daleiden said the app is a template and cost effective. Zellner agreed that the app was cost effective. Pierskalla asked if it is the EDA's role to promote businesses sales or the business themselves. Daleiden said if the app was used to promote businesses sales, it would be tied to economic development. The Board requested Erickson to schedule a second webinar.

c. Discuss Contracting With a Broker for the Lonsdale Business Park

The Board requested Erickson select a Broker so the parcels can be listed for sale.

d. Review the EDA's Funding Request Policy

The Board held general discussion on the Policy. The consensus of the Board was that the Policy looks good.

6. NEW BUSINESS

a. Lonsdale 1st Program

Erickson said the letter enclosed in the packet is what was sent to businesses to participate in the program. He requested Board members contact businesses because the deadline to participate is October 3, 2014 and materials will be ordered the following Monday.

b. Consider Approval to Reschedule the October 16, 2014 EDA Meeting to Wednesday, October 15, 2014 or Thursday, October 23, 2014 at 7:00 am

A motion was made by Daleiden and seconded by Pierskalla to reschedule the October 16, 2014 meeting to October 23, 2014 at 7:00 am. Vote for: Prigge, Zellner, Lieske, Kuchinka, Pierskalla and Daleiden. Against: None Vote 6-0. Motion carried.

7. OTHER BUSINESS

a. Additional Items to be Discussed
None

b. Items for the October 23, 2014 Agenda
The Board did not request any specific items to be placed on the agenda.

8. ADJOURNMENT

A motion was made by Prigge and seconded by Kuchinka to adjourn the meeting at 7:55 am. Vote for: Prigge, Zellner, Lieske, Kuchinka, Pierskalla and Daleiden.
Against: None Vote 6-0. Motion carried.

Respectfully Submitted:

Joel A. Erickson, City Administrator