



ECONOMIC DEVELOPMENT AUTHORITY

CITY OF WELLS, MINNESOTA

MINUTES

Regular Session of the Economic Development Authority
City of Wells, Minnesota

CALL TO ORDER:

The Economic Development Authority (EDA) convened in regular session on December 21, 2010 at 5:15 p.m. in the Wells City Hall conference room. President Brad Heggen called the meeting to order with the following members and employees present: Commissioner Steve Burns, Commissioner Bruce Mandler and Commissioner Shannon Savick. Commissioner Jim Heckman entered the meeting in progress. Vice-President Kim Sorenson and Treasurer Darin Magnuson were absent. Employee present: City Administrator Jeremy Germann.

CONSENT ITEMS:

The minutes of the November 16, 2010 regularly scheduled meeting were reviewed with Commissioner Burns making a motion to approve the minutes as presented. Commissioner Mandler seconded the motion. President Heggen called for a voted with Burns, Mandler and Savick voting yea. Motion carried.

The agenda for the December 21, 2010 regularly scheduled meeting was reviewed with Commissioner Burns making a motion to approve the agenda as presented. Commissioner Savick seconded the motion. President Heggen called for a voted with Burns, Mandler and Savick voting yea. Motion carried.

The minutes of the November 16, 2010 ad hoc committee to discuss industrial park development were reviewed for informational purposes. Discussion held on the business referred to as Reggie Redline should read Reg's Auto & Truck Repair. Taking no action, the commission moved on to the next item on the agenda.

GUESTS:

Housing & Redevelopment Authority (HRA) President Ann Marie Schuster and HRA commissioner David Braun discussed the Small Cities Development Program (SCDP) joint application with the Economic Development Authority. Discussion held on how to split expenses and grant funding associated with the SCDP. Commissioner Burns made a motion to request grant funding be split according to population with the City of Winnebago and to have all expenses pro-rated accordingly, with the HRA taking the financial lead with all expenses. Commissioner Mandler seconded the motion. President Heggen called for a vote with Burns, Mandler and Savick voting yea. Motion carried.

FINANCIALS & REPORTS:

Various funding options for industrial park development from the Minnesota Department of Employment & Economic Development (DEED) were reviewed for informational purposes. Discussion held. With no action required, the commission moved on to the next item on the agenda.

Commissioner Burns updated the board on the progress made by the EDA ad hoc committee to discuss industrial park development. He informed the board the formal recommendation of the ad hoc committee was to subdivide the north section of the south industrial park into 16 parcels according to a preliminary design prepared by Bolton & Menk, INC in December of 2003. Commissioner Savick made a motion to have staff prepare the recommended design for official platting purposes and submit for approval to the Planning & Zoning Board and city council. Commissioner Mandler seconded the motion. Discussion held. President Heggen called for a voted with Burns, Mandler and Savick voting yea. Motion carried.

Commissioner Savick made a motion to approve the financial reports as presented and approve bills for \$402.50 from Pettipiece & Associates dated October 26, 2010; \$380.00 from Dan Treptow Construction, LLC dated December 8, 2010; and \$216.30 from Frundt & Johnson, LTD. Commissioner Mandler seconded the motion. Discussion held on bills, proposed property tax and the named listed on EDA financial statements. It was the consensus of the board that staff should research and determine if all financial records associated the EDA could be listed under one common designation. Financial statements currently are listed as both Wells Economic Development Authority and/or Economic Development Authority of Wells with different institutions. President Heggen called for a voted with Burns, Mandler and Savick voting yea. Motion carried.

OLD BUSINESS:

President Heggen brought the topic of the semi-truck parking to the table. Discussion held on recommendations by the EDA ad hoc committee to discuss industrial park development. With no new information to act on, the commission moved on to the next item on the agenda.

President Heggen brought the topic of Wildcats auto-pay RLF to the table. The board was informed Wildcats have enrolled into an auto-pay system. With no action required, the commission moved on to the next item on the agenda.

President Heggen brought the topic of the former Food-N-Fuel site to the table. Discussion held on current plans by Minnesota Pollution Control Agency (MPCA) to clean the site in 2011. With no action required, the commission moved on to the next item on the agenda.

NEW BUSINESS:

President Heggen brought the topic of setting goals during the 2011 annual meeting, scheduled for January, to the table. Discussion held. With no action required, the commission moved on to the next item on the agenda.

President Heggen brought the topic of the former Wells veterinary building site to the table. President Heggen produced two letters addressed to the EDA informing the board of a potential conflict of interest for President Heggen (broker, Brad Heggen Realty, INC) and Commissioner Heckman (president, Paragon Bank). The letters were signed and dated by Brad Heggen (December 17, 2010) and Jim Heckman (December 21, 2010) to be submitted into the official record. President Heggen informed the board the site is for sale and he would not take part in any discussions associated with the property due to his conflict of interest. Commissioner Heckman was not present. Administrator Germann informed the board it was the recommendation of City Attorney David Frundt that if the city council/EDA were interested in purchasing the property for future development, all discussion and transactions should be conducted by the city council to avoid any conflict of interest. With no action required, the commission moved on to the next item on the agenda.

President Heggen brought the topic of Singleteary Food Solutions to the table. Discussion held. With no new information to act on, the commission moved on to the next item on the agenda.

Commissioner Savick thanked the board members for their hard work and cooperation during her year on the Economic Development Authority.

Administrator Germann updated the board on developments with the Faribault County Development Corporation.

President Heggen thanked Commissioner Savick for her service.

Commissioner Heckman entered the meeting.

ADJOURNMENT:

Motion made by Commissioner Mandler and seconded by Commissioner Heckman to adjourn the meeting. Motion carried. Meeting adjourned.

Respectfully Submitted:

Darin Magnuson
Secretary/Treasurer