



ECONOMIC DEVELOPMENT AUTHORITY

CITY OF WELLS, MINNESOTA

MINUTES

Regular Session of EDA City of Wells

The Wells Economic Development Authority (EDA) convened in regular session on June 21, 2011 at 5:00 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 Jim Heckman, Commissioner Bruce Mandler, and Vice-President Kim Sorenson. Commissioner Jim Durfee was absent. Employees present: Deputy City Clerk Deb Redman. Guests present: Daniel Treptow and Faribault County Development Corporation (FCDC) Director Linsey Warmka.

AGENDA:

The agenda for the June 21, 2011 regularly scheduled meeting was reviewed with Public Comment moved to the beginning of the meeting. Commissioner Heckman made a motion to approve the revised agenda. Commissioner Burns seconded the motion. President Heggen called for a vote with Burns, Heckman, Mandler, and Sorenson voting yea. Motion carried.

PUBLIC COMMENT:

Dan Treptow was present to discuss the tiling project in the North Industrial Park. Treptow will contact Wells Public Utilities and Gregor Tiling Co. for more information for the next meeting.

FCDC Director Linsey Warmka presented board members a copy of the May 2011 Administrative Report, spoke about the 350 project, and discussed a Revolving Loan Fund application. More information is needed for the RLF application for the next meeting.

CONSENT ITEMS:

Commissioner Sorenson brought the topic of the Singletary Food Solutions motion from the May 17, 2011 meeting to the table. (Commissioner Sorenson made a motion to recommend a forbearance to Singletary Food Solutions until October of 2011 as outlined by a letter dated May 11, 2011 from Community Development Director Chris Elvebak.) Commissioner Sorenson made a motion to amend that motion to say “recommend a deferment of principal and interest to Singletary Food Solutions until October 2011”. Commissioner Burns seconded the motion. Discussion followed. President Heggen called for a vote with Burns, Heckman, Mandler, and Sorenson voting yea. Motion carried.

The minutes of the May 17, 2011 regularly scheduled meeting were reviewed with Commissioner Burns making a motion to approve with corrections. The minutes should read: (change the word “voted” to “vote” throughout the minutes.)

Commissioner Sorenson seconded the motion. President Heggen called for a vote with Burns, Heckman, Mandler and Sorenson voting yea. Motion carried.

Commissioner Burns made a motion to approve the following bills for payment; property taxes for parcels R30.005.0020, R30.005.0030, R30.240.0080, and the Bolton & Menk Inc. invoice. Commissioner Mandler seconded the motion. The commission would like a copy of the letter sent to the Wildcats Bar & Grill from Frundt & Johnson. President Heggen called for a vote with Burns, Heckman, Mandler and Sorenson voting yea. Motion carried. Commissioner Burns made a motion to table payment to Frundt & Johnson, Gregor Tiling Co, Dulas Excavating Inc, and Affordable Jetting Drain Cleaning until more information is received at the next meeting. Commissioner Mandler seconded the motion. President Heggen called for a vote with Burns, Heckman, Mandler and Sorenson voting yea. Motion carried.

Commissioner Mandler made a motion to approve the financial statement as presented. Commissioner Sorenson seconded the motion. Discussion followed. President Heggen called for a vote with Burns, Heckman, Mandler and Sorenson voting yea. Motion carried.

OLD BUSINESS:

President Heggen brought the topic of the Small Cities Development Program to the table. Discussion held. With no new information to act on, the commission moved to the next item on the agenda.

President Heggen brought the topic of Joe's Lawn & Sports Loan to the table. Discussion held. With no new information to act on, the commission moved to the next item on the agenda.

President Heggen brought the topic of Incubator Building (Estimates, Water Softener) to the table. Commissioner Sorenson made a motion to have Schroeder Electric of Easton retro fit the lights at the Incubator Building as per quote of \$1,053.93 and submit a rebate form to Wells Public Utilities. Commissioner Heckman seconded the motion. Discussion held. President Heggen called for a vote with Burns, Heckman, Mandler and Sorenson voting yea. Motion carried. Commissioner Mandler made a motion to have L & R Water check the water softener and report back to the commission. Commissioner Sorenson seconded the motion. Discussion held. President Heggen called for a vote with Burns, Heckman, Mandler and Sorenson voting yea. Motion carried. City Administrator Germann is to check drain/holding tank information with Wells Public Utilities and the Street Department.

President Heggen brought the topic of the South Industrial Park Survey to the table. Discussion held. It was the consensus of the board to have Deputy City Clerk Redman contact Wes Brown and discuss the changes the commission wanted done to the map and to insert City Administrator Jeremy Germann for the signature line.

NEW BUSINESS:

Commissioner Sorenson brought the topic of the next United Board Meeting to the table. Commissioner Sorenson made a motion to host the lunch for the next United Board

Meeting. Commissioner Burns seconded the motion. Discussion held. President Heggen called for a vote with Burns, Heckman, Mandler and Sorenson voting yea. Motion carried.

Commissioner Sorenson left the meeting at this time.

Commissioner Heckman brought the topic of Wildcats Bar & Grill Loan to the table. Discussion held. Commissioner Burns made a motion to have the Wildcats Bar & Grill pay \$1,244.52 on the principal and interest to have the payment schedule up to date. Commissioner Mandler seconded the motion. President Heggen called for a vote with Burns, Heckman, and Mandler voting yea. Motion carried.

President Heggen brought the topic of the Food 'N Fuel to the table. Commissioner Mandler updated the commissioners. With no new information to act on, the commission moved to the next item on the agenda.

President Heggen brought the topic of the EDA Board Member applications to the table. Commissioner Heckman made a motion to recommend to council the following candidates; Ben Musser Jr., Crystal Dulas, and Sue Nasinec. Commissioner Mandler seconded the motion. Discussion held. President Heggen called for a vote with Burns, Heckman, and Mandler voting yea. Motion carried.

President Heggen brought the topic of the Peggy Mosser letter dated 6/5/11 to the table. Commissioner Burns made a motion to table this matter until the next meeting. Commissioner Heckman seconded the motion. Discussion held. President Heggen called for a vote with Burns, Heckman, and Mandler voting yea. Motion carried.

President Heggen brought the topic of the Community Development Director's Job Description to the table. Discussion held. The following changes were suggested: 1) Participate in local, regional, and state programs as directed by the City Administrator, City Council, and the respective boards, 2) delete – Responsible for administering the City of Wells Star City program, 3) All other duties as required and directed by the City Administrator, the Wells City Council, and the respective boards, 4) Bachelors degree in business administration, public administration or other related field, and experience desired, 5) delete – Desirable Qualifications: Master's degree in public administration or other related field.

President Heggen brought the topic of the Safety Deposit Box key to the table. With no new information to act on, the commission moved to the next item on the agenda.

ADJOURNMENT:

The next regularly scheduled EDA meeting was set for Tuesday, July 19, 2011 at 5:00 p.m. in the Wells City Hall, Conference Room. Motion made by Commissioner Burns and seconded by Commissioner Mandler to adjourn the meeting. Motion carried. Meeting adjourned at 7:50 p.m.