

# Minutes of the Regular Meeting Wednesday, May 6 • 2015

PINE ISLAND ECONOMIC DEVELOPMENT AUTHORITY  
106 2nd St SW • Pine Island, MN • 5:00 p.m.



1. **Call to Order:** Rick Keane called the meeting to order at 5:00 pm

**Members Present:** Rick Keane, Joel Knox, Rod Steele, Lennie Broich

**Others Present:** Jon Eickhoff, Karen Doll

2. **Approval of Minutes:**

\*\* **Motion** to approve the regular meeting minutes of April 1, 2015, made by Steele; second Knox.  
Passed 4-0-0

3. **Financial Report:**

\*\* **Motion** to accept the April 30, 2015 Financial Report made by Broich; second Steele.  
Passed 4-0-0

4. **Revolving Loan Report:**

- The loan reports for March 31 and April 30, 2015 were reviewed.
- Doll asked the Board if the EDA should re-file Tiark's mortgage with Goodhue County. Doll was instructed to file the refinance with the County if an end date was listed in the original mortgage.

\*\* **Motion** to accept the March 31 and April 30, 2015 Loan Reports made by Knox; second Broich.  
Passed 4-0-0

5. **Advertising/Promotion:**

- The Chamber of Commerce has asked if the EDA would be willing to share financial obligation for a 2-page add in the Rochester Visitor Guide for the next 9 months. The Chamber will work to find 6 or more advertisers to supplement the cost of the RVG advertising on a quarterly basis. The EDA Board would like to see a message that promotes the community as a great place to live/work/own a business at some point.

\*\* **Motion** to continue sharing the financial obligation with the Chamber to support the Rochester Visitor Guide promotion for the next 3 quarters (9 months); the total amount the EDA provides is not to exceed \$1,000 for the 9 month period. Motion made by Steele; second Broich. Passed 4-0-0

6. **Director's Report:**

- April EDA Activity - Doll reviewed highlights and provided updates concerning recent Pine Island business activity and answered Board Member questions about specific projects.
- EDA Correspondence:
  - An email dated 4/30/15 from Jeff Boulton, DMC-EDA Board Chair
  - A letter dated 4/6/15 from Tamara Berg-Beniak, Superintendent of Pine Island Schools
  - A Council Report dated 4-16-15
- Information about Lincoln Industries, the new owner of DS Mfg., was shared with the Board
- A recent MnDEED fact sheet about Minnesota was included in the packet
- Information presented by professor Louis D. Johnston concerning Minnesota's economic growth trends was discussed

## 7. Old Business Updates:

- **Personnel Committee** - The executive director position has been posted in the Post Bulletin and News Record, on the state's job search website and EDAM's website, an email was sent to EDAM members statewide, and to a mass web posting on 100 job search websites in the US. Applications will be accepted through May 15, 2015. The Executive Search Committee plans to review applicants and bring candidates to the Board for consideration at the June EDA meeting. The Search Committee met with Community Economic Development Associates (CEDA), on April 30th to discuss service and hiring options the agency could provide. CEDA's program was summarized by the search team and this potential option was discussed by the Board.
- **EDA Website** - The EDA's webpage listing commercial properties for sale/lease in Pine Island has not been well utilized. Doll recommended the Board drop the user fee associated with listing properties and provide this service to Pine Island commercial property owners free of charge.

There was also discussion concerning the potential benefit to Pine Island of tracking and listing available residential rental properties in the City. City Hall and EDA receive calls fairly frequently from people seeking places to live. Eickhoff discussed the possibility of developing a City Residential Rental Code which would enable the City to monitor rental properties and set standard requirements. It would also enable the City to keep track of rental units and maintain a list for distribution.

\*\* **Motion** to discontinue the fee charged to commercial property owners to list their properties on the EDA's website made by Broich; second Knox. Passed 4-0-0

- **Oronoco/Pine Island Joint Wastewater Task Force** - The Task Force is currently searching for a U of M student to conduct research, and they hope to have representatives from MPCA attend their next meeting to discuss details about the formation of sewer districts and joint agreements, how MPCA scoring works, and funding mechanisms and resources. Oronoco has a Water and Sewer Facility Plan developed by their engineer. Pine Island is in process of gathering information concerning flow rates, capacity, and projected future needs and existing facility updates. Members on the task force are enthusiastic and have openly expressed their desire to explore the potential for a collective wastewater treatment facility solution that could serve both communities in the future. Doll will work with Eickhoff to review Oronoco's Facility Plan.
- **Roads & Streets Update:** A letter sent to MnDOT concerning Highway 52 access issues and the future of the County 11 interchange was shared and discussed with the Board. Work on Pine Island's northwest street project has begun. There was brief discussion about the street project's impact on the 2015 Cheese Festival.
- **Zip Rail Project** – Nothing new at this time.

## 8. New Business - None

## 9. Meeting Adjourned – 6:33 p.m.

*Respectfully submitted: Karen Doll, EDA Executive Director*