

Minutes of the Regular Meeting Wednesday, November 4 • 2015

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



1. Call to Order: Rod Steele called the meeting to order at 5:00 p.m.

Members Present: Mike Kaye, Joel Knox, Rod Steele, Rick Keane, Leonard Broich

Others Present: EDA Director Nate Carlson

2. Approval of Minutes:

** **Motion** to approve the regular meeting minutes of October 7, 2015 made by Broich; second Knox.
Passed 4-0-0

** **Motion** to approve the special meeting minutes of October 24, 2015 made by Broich; second Knox.
Passed 4-0-0

*President Keane arrived and assumed responsibility to conduct meeting.

3. Financial Report:

** **Motion** to accept the Financial Reports for October 31, 2015 made by Steele; second Broich.
Passed 5-0-0

EDA Director Carlson updated the Board on the new Checking account that has a balance of \$7,080.91 as of 10/31/15.

4. Revolving Loan Report:

EDA Director Carlson updated the Board that all loans, except one, are paid to the up to date amount.

** **Motion** to accept the Loan Report dated October 31, 2015 made by Knox; second Kaye.
Passed 5-0-0

5. Resolutions for Revised Loan Programs:

The Board reviewed the staff report and discussed each resolution individually and thoroughly.

** **Motion** to accept Resolution 15-004 made by Steele; second Broich.

Discussion regarding Resolution 15-004 was held and specific recommendations were made by the Board to change wording for the proposed guideline. Steele and Broich amended their motion with the changes made.

** **Motion** to accept Resolution 15-004 with the amendments made by Steele; second Broich.
Passed 5-0-0

Discussion regarding Resolution 15-005 was held and specific recommendations were made to change wording for the proposed guideline.

** **Motion** to accept Resolution 15-005 made by Steele; second Kaye. Passed 5-0-0

** **Motion** to accept Resolution 15-006 made by Knox; second Steele. Passed 5-0-0

6. Director's Report:

EDA Director Carlson briefly discussed the highlights of Pine Island business and economic development activities and answered the Board's questions.

- Additional handouts in the Board's packet:
 - October EDA Activity
 - 10/20/15 EDA Council Report

7. Old Business

- **Museum Update** - Director Carlson informed the Board that Tom Hosier, President of the MVESM, has passed away. With this recent development in the project, the EDA will wait for the MVESM to resume project planning. Offers have been received and the Director will continue to follow up with site details.
- **Downtown Residential Development (DRD) Project** - Director Carlson informed the Board on the progress of the DRD project. There are interested parties for this project. Director Carlson continues to be the main contact for this project. A November 5th meeting with the interested parties is scheduled and will provide the next steps for this project to move forward.
- **Proposed Residential Research Project** – Discussions continue to happen, and the Director will keep the EDA Board up to date on the project progress. The Community Planning Team supports this project and has accepted the responsibility to be the Steering Committee for this project.
- **Oronoco/Pine Island Joint Wastewater Task Force** - Members of the WWTF discussed the previous month's meeting.
- **Kiosk Sign Invoices** - The Director has received payments for all but two signs for the Kiosk. The two delinquent parties have until the end of November to pay in full, or their sign will be removed to make room for new signs.
- **EDAM Board of Directors Application** - Director Carlson informed the Board that he has submitted his application for being a member of the EDAM Board of Directors.
- **EDA Retreat Summary** - A staff report detailed the success of the EDA Retreat held on October 24th.

8. New Business

- **Spruce-Up Loan Application Submitted**

A Spruce-Up Loan application has been submitted. The Director will take the necessary steps to comply with the processes of said application.

- **YMCA Possibility**

The EDA Director debriefed the Board on the benefit of a YMCA in Pine Island. Director Carlson illustrated his conversation with the Rochester YMCA Director and his interest in Pine Island. The Board supports the idea of the PIEDA Director to further inquire as to the viability of said project.

- **Board Members 2016**

Director Carlson informed the Board that Board member Broich and President Keane's terms are completed at the end of 2015. Broich has expressed his commitment to continue as a board member. Keane stated he is unsure at this time whether to continue with EDA.

- **Director 6 month review due**

By December 22, the personnel committee must provide Director Carlson with a 6 month review as stated in his contract. A meeting will be scheduled and conducted in early December.

9. Meeting Adjourned – 6:25 p.m.

Respectfully submitted: Nate Carlson, EDA Executive Director