

Minutes of the Regular Meeting Wednesday, June 1 • 2016

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



1. Call to Order: Lennie Broich called the meeting to order at 5:10 p.m.

Members Present: Mike Kaye, Troy Kuball, Leonard Broich, and Joel Knox

Others Present: EDA Director Nate Carlson, Vince Fangman

Members Absent: Rick Keane, Rod Steele, and Jason Andrist

2. Approval of Minutes:

** **Motion** to approve the regular meeting minutes of May 4, 2016 made by Kuball; second Knox.
Passed 4-0-0

3. Financial Report:

** **Motion** to accept the Financial Reports for May 31, 2016 made by Knox; second Kaye.
Passed 4-0-0

EDA Director Carlson updated the Board on the new Checking account that has a balance of \$7,080.91 as of 5/31/16.

4. Revolving Loan Report:

EDA Director Carlson updated the Board that all loans are paid up to date except for 3 loans that need further investigation. Director Carlson will give an update at the July EDA Regular meeting.

** **Motion** to accept the Loan Report dated May 31, 2016 made by Knox; second Kuball.
Passed 4-0-0

5. EDA Director Year Review

Director Carlson informed the Board that a year one review took place on May 31, 2016 between the EDA personnel committee and the EDA Director. The committee expressed their satisfaction with Director Carlson. They provided some goals for him to work toward in the coming year. The personnel committee provided a performance evaluation and a recommendation of a 3% annual salary increase for EDA Director Nate Carlson. The Board discussed the Personnel Committees findings.

** **Motion** to accept the accept the performance evaluation from the Personnel Committee on behalf of Director Nate Carlson made by Kuball; second Kaye. Passed 4-0-0

** **Motion** to accept the recommendation of the Personnel Committee to increase the annual salary by 3% (\$1,125 increase for a total salary of \$38,625) of Director Nate Carlson effective June 1, 2016 made by Kuball; second Kaye. Passed 4-0-0

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:
 - May EDA Activity
 - 5/17/16 EDA Council Report

7. Old Business

- **Downtown Residential Development (DRD) Project** - No update at this time.
- **Proposed Residential Research Project** – No update at this time.
- **Oronoco/Pine Island Joint Wastewater Task Force** - No update at this time.
- **City Website Funding Request** - Director Carlson informed the Board that the EDA segment of the new website is almost fully operational. The EDA segment is 90% complete.
- **A&W Reuse** - Director Carlson informed the board on the progress of the reuse of the A&W building. There is an interested restaurateur who is interested in the building.

8. New Business

- **Sponsorship request from Saddle Club** - The EDA has elected not to be a sponsor for the saddle club.

9. Meeting Adjourned – 6:25 p.m.

Respectfully submitted: Nate Carlson, EDA Executive Director