

Minutes of the Regular Meeting Wednesday, February 3 • 2016

PINE ISLAND ECONOMIC DEVELOPMENT AUTHORITY
EDA Office • 106 2nd St SW • Pine Island, MN • Following
Annual Meeting



1. Call to Order: Lennie Broich called the meeting to order at 6:00 p.m.

Members Present: Mike Kaye, Rod Steele, Rick Keane, Leonard Broich, Jason Andrist, Joel Knox, Troy Kuball

Others Present: EDA Director Nate Carlson, PI Chamber Director Kelly Leibold

2. Approval of Minutes:

**** Motion** to approve the regular meeting minutes of January 6, 2016 made by Keane; second Steele.
Passed 6-0-0

3. Financial Report:

**** Motion** to accept the Financial Reports for January 6, 2016 made by Steele; second Andrist.
Passed 6-0-0

EDA Director Carlson updated the Board on the new Checking account that has a balance of \$7,080.91 as of 1/31/16.

4. Revolving Loan Report:

EDA Director Carlson updated the Board that all loans are paid to the up to date amount except for one individual. Director Carlson will reach out to this individual.

**** Motion** to accept the Loan Report dated January 31, 2016 made by Keane; second Knox.
Passed 6-0-0

*Mike Kaye arrived to the meeting.

5. Mission Statement & Bylaws Resolutions: Resolutions 16-001; 16-002

Director Carlson presented the Resolutions for Mission and Vision Statements for the EDA.

**** Motion** to accept Resolution 16-001 made by Keane; second Steele. Passed 6-0-0

**** Motion** to accept Resolution 16-002 made by Kuball; second Andrist. Passed 6-0-0

6. 2016 Membership/Pledge Invoices

The Board reviewed the Pine Island Chamber of Commerce Invoice.

**** Motion** to support **Pine Island Chamber of Commerce** financially by becoming a 5-Star Member for 2016 which is **\$250** made by Steele; second Knox. Passed 7-0-0

7. 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:
 - January EDA Activity
 - 1/19/16 EDA Council Report

8. Old Business

- **Downtown Residential Development (DRD) Project** - Director Carlson informed the Board on the progress of the DRD project. The EDA received the preliminary results of a market study provided by SEMMCHRA. The results support the claim that senior housing is needed. Further discussions will take place in the near future.
- **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.

9. New Business

- **Winter EDAM Conference**

Director Carlson informed the board that attending the Winter EDAM Conference on Jan 21-22 was worthwhile, and that he learned a great deal from his colleagues.

- **Rochester Area Builders Association (RAB)**

Board Member Kay brought this discussion forward to Director Carlson. Kaye posed the question to the Board whether or not the EDA should become a member of the RAB. Kaye will look into the cities who are members and provide Director Carlson that list. Director Carlson will then connect with said cities as to what benefit there is as a member of the RAB.

- **Thank You Letters**

Director Carlson provided the Thank You letters from SMIF and RAEDI for our contributions.

- **EDA Spring Business Visits**

Director Carlson informed the Board on his progress with Business Visits. Director Carlson has attended three visits, and he is going to follow up with the remaining businesses whom did not respond.

- **EDA Spring Retreat**

Director Carlson will connect with the Board as to what date works best for everyone for the Spring EDA Retreat. The Board agreed to continue having EDA Bi-Annual retreats.

- **New Business Venture**

A new business venture has been brought to the attention of the EDA. Future discussions will ensue depending upon the progress made by said business.

- **Spruce-Up Applicant**

An application was received by Director Carlson from a local business requesting financial assistance for building exterior improvements for said business. The loan committee will meet to discuss once the committee has been assembled by President Broich.

- **Image Committee Request**

The Pine Island Image Committee requested the use of the EDA Conference room at 5 pm on a non-regular basis. The board stated the following:

-If meeting after 5 pm, the EDA Director needs to be in the office. However, the Director can not remain in the office specifically for the Image Committee.

- If meeting during the work-day so long as the EDA Director is in the area, the Image Committee is allowed to use the conference room.

10. Meeting Adjourned – 6:30 p.m.

Respectfully submitted: Nate Carlson, EDA Executive Director