

Minutes of the Regular Meeting Wednesday, May 4 • 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 5:00 p.m.

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

Others Present: EDA Director Nate Carlson

Members Absent: Rick Keane, Troy Kuball, and Jason Andrist

2. Approval of Minutes:

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

** **Motion** to approve the special meeting minutes of April 16, 2016 made by Knox; second Steele.
Passed 4-0-0

3. Financial Report:

** **Motion** to accept the Financial Reports for April 30, 2016 made by Steele; second Knox.
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 4/30/16.

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 June EDA Regular meeting.

** **Motion** to accept the Loan Report dated April 30, 2016 made by Steele; second Andrist.
Passed 4-0-0

5. Loan Discussion with Borrower

Loan Borrower failed to be present at the meeting.

6. EDA Support of Cheese Fest

Director Carlson informed the Board on a possible sponsorship of the Pine Island Cheese Fest. The Board unanimously agreed to not sponsor the Cheese Fest.

7. EDA Retreat Summary

The Board discussed the past EDA Retreat and the successes stemming from said retreat. The Board agreed to hold a Fall retreat, which will most likely take place in October or November.

8. 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:
 - April EDA Activity
 - 4/19/16 EDA Council Report

9. 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** - Members of the WWTF discussed the previous month's meeting.
- **City Website Funding Request** - Director Carlson informed the Board that the EDA made a contribution of \$382.40 to the new City Website project. Director Carlson has complete access to the website and will be directing the structure of said website.
- **EDA Brochure** - Director Carlson presented the finished brochures of the EDA. Currently, the brochures are in City Hall, the EDA, and the Pine Island Bank.

10. New Business

- **IEDC Course** - Director Carlson will be at a conference from May 19-20 in the Twin Cities.
- **Personnel Committee Year One Review** - Director Carlson informed the Board that the personnel committee shall review the EDA Director prior to June 22, 2016.

11. Meeting Adjourned – 5:40 p.m.

Respectfully submitted: Nate Carlson, EDA Executive Director