



**Blue Earth Economic Development Authority
Regular Board Meeting
Thursday, August 11, 2016 at 7:15 am
Official Proceedings**

Minutes:

- I. Chair Eckles called the meeting to order at the Blue Earth City Council Chambers
- II. Members Present: Bill Eckles - Chair, Brooke Prestegard - Vice Chair, Kara Drake, John Huisman
Members Absent: Daryle Pomranke, Bill Rosenau - Secretary/Treasurer, Rick Scholtes,
Chamber Staff: Cindy Lyon – Executive Director
City Staff: Tim Ibisch – City Administrator
FCDC Staff: Tim Clawson – Executive Director, Beth Moss – Assistant Director
Also Present: Wes Brown – Bolton & Menk, Chuck Hunt – Faribault County Register
- III. Approval of Agenda
 - a. Brown asked that the agenda be amended to include contractor’s pay request to Ag Center Update under Old Business.
Motion was made by Huisman, seconded by Drake to approve the amended agenda to include contractor’s pay request. The motion was carried unanimously.
- IV. Approval of Minutes
Stand as approved.
- V. Approval of Bills and Financials
 - Ibisch noted that there continues to be issues with the south bathrooms at the Ag Center, incurring additional costs which were not anticipated.
 - **Motion was made by Drake, seconded by Huisman to approve the bills and financials for July, 2016 as presented. The motion was carried unanimously.**
- VI. Correspondence, Budget Update and Staff Update.
 - a. Correspondences
 - None
 - b. Existing Loan/Grant Updates
 - A payment was received on August 10, 2016 for the Construction Mitigation Loan for El Tio and they are now current with their loan payments.
 - c. Chamber of Commerce Update
 - The Chamber Report was included in the agenda packet.
 - d. City Administrator Update
 - The City Administrator’s Report was included in the agenda packet. Additional items not included in the report are as follows:
 - Ibisch noted that it is anticipated that Main Street will be completed mid to late September. Brown stated that prior to opening to traffic the striping, concrete bump outs and signage will be completed. There was a discussion about having a grand opening celebration once the Main Street Reconstruction Project is complete.



e. FCDC Update

- The FCDC Administrative Report was included in the agenda packet. Additional items not included in the report are as follows:
 - FCDC will be providing the Blue Earth City Council with a biannual update of the year to date activities of the EDA on Monday, August 15, 2016.

VII. New Business:

a. Commercial Building Exterior Improvement Grant – Blue Earth Monument

- Clawson presented an application for Blue Earth Monument for the removal of old inefficient windows to be replaced by energy efficient windows on the front of the building. An estimate from Vets Glass in the amount of \$10,275.00 was included.
Motion was made by Prestegard, seconded by Drake to approve the Commercial Building Exterior Improvement Grant for up to \$5,137.50. The motion was carried unanimously.

b. Midwest IT – Ag Center, LED Lighting Rebate

- Clawson noted that Midwest IT recently updated the lights in their rental space to more efficient LED lighting. They were looking to obtain rebates through Blue Earth Light & Water but they are completely out for the remainder of the year but will approve and issue rebates in January or February. Clawson noted that it might be beneficial for the EDA to establish a custom rebate program for lease hold improvements at the Ag Center.
- Ibsch noted that they have started to replace the current bulbs in the common areas as they burn out with more efficient LED light bulbs.

c. Utility Loan Fund Guidelines

- Clawson stated that there is a company looking to utilize the Utility Loan Fund through Blue Earth Light & Water. Since the creation of the program in it has yet to be utilized. In speaking with Tim Stoner, General Manager of Blue Earth Light & Water he suggested that the program eligibility be modified to include all businesses located within Blue Earth Light & Water service territory including any outside the Blue Earth city limits.

d. 2017 Budget Update

- Clawson and Ibsch have been working on preparing the 2017 budget. A couple new items added worth noting included \$20,000 for the demolition of commercial properties and \$5,000 for assistance with the Small Cities Development Program Grant application processes.

e. Ag Center Rental Space Availability

- Clawson noted that he has spoken with local realtors about providing marketing materials for the rental space available at the Ag Center to be distribute throughout the community including the Blue Earth Chamber of Commerce and City Hall.

VIII. Old Business:

a. Ag Center Parking Lot Update

- Brown presented Change Order No. 2 which was included in the packet. The change order includes revising the parking lot signage to include (4) "5 Minute Parking" spaces and eliminate one Handicap space and adding 10 prefabricated parking stops along the front of the building. The total estimated contract increase for the revisions is \$2,760.00.
Motion was made by Drake, seconded by Prestegard to approve the second change order presented by Brown. The motion was carried unanimously.
- Brown presented a Contractor's Pay Request #2 for Nielsen Blacktopping, Inc. In order to obtain the approved grant money for the water quality islands this portion of the project



must be completed and closed out by the end of August which includes payment to the contractor for the work completed.

Motion was made by Huisman, seconded by Drake to approve Payment Estimate #2 presented by Brown. The motion was carried unanimously.

- Clawson noted that the cost of the Ag Center sign will increase due to the addition of footings since the preexisting poles were removed. Clawson will obtain an updated quote to present at the next meeting on September 8, 2016. Drake also requested that the quote include an estimate for lighting as well.
- b. Workforce Housing Update
- Clawson noted that the Workforce Housing Task Force met on July 21, 2016 and discussed new construction as well as the possibility of using existing properties as options for workforce housing.

IX. Other Business:

- Clawson noted that he spoke with Precision Signs about the sign at the Golden Spike Business Park and addressed possibly increasing the size of the panels which would decrease the overall quantity from 10 to 6 panels.

X. Adjournment

Motion was made by Huisman, seconded by Drake to adjourn the meeting. The motion was carried unanimously.

Next regular meeting scheduled for September 8, 2016 at 7:15 am