

Minneota Economic Development Association meeting minutes 6/20/16. Members present: Stephanie Vlaminc, John Noyes, Duane Peterson, Jenny Buysse, city council representative Tim Koppien and city administrator Shirley Teigland.

1. Call to order by Stephanie Vlaminc at 1750.
2. There were no agenda additions. Motion made by Tim Koppien to adopt the agenda as presented. 2nd by John Noyes and all in favor. Motioned passed.
3. Election of officers to the EDA:
 - President - Duane Peterson motion made by Tim Koppien and 2nd by Stephanie Vlaminc, passed unanimously.
 - Vice President - Stephanie Vlaminc motion made by Duane Peterson, 2nd by John Noyes, passed unanimously
 - Treasurer – John Noyes motion made by Duane Peterson, 2nd by Tim Koppien, passed unanimously
 - Assistant treasurer – Shirley Teigland motion made by Tim Koppien, 2nd by Stephanie Vlaminc, passed unanimously
 - Secretary – Jenny Buysse motion made by Stephanie Vlaminc, 2nd by Tim Koppien, passed unanimously
4. Current financial status. Discussion was held on the EDA accounts. There is currently funds in several accounts. John Noyes will do research on amounts in each account and make a detailed report for next meeting. This includes the City Rehab accounts. The EDA has a CD that matures on 6/18/16. It needs to be cashed or rolled over by 6/28/16. Motion was made by Duane Peterson to roll over CD. 2nd by Stephanie Vlaminc, Passed unanimously. The EDA budget needs to be to the City Council by end of July/beginning of August.
5. Potentials for acquisition of additional funding:

Discussion was held on several funding possibilities. Levy was briefly discussed. There is much grant potential. The grants to apply for depend largely on the project and where the grant is from. We can apply to the USDA for a Revolving Loan Fund (RLF) that has 33% matching funds. They also have a rural business enterprise grant that can be used by business for building, equipment, operating costs etc. These grants get awarded to the city and the city/EDA loans it out to qualifying homeowners or businesses. The MN state legislation has more public infrastructure grants available and they are also more open the industrial park infrastructure development. The city of Minneota has received grants in the past that are revolving City Rehab accounts. This money is to be used on “blight and poverty” projects.
6. Development Services Inc (DSI) representatives Vince Robinson and Teresa Schreuers had a very informative presentation about the services they provide for small cities like Minneota and how they can help us find grant money. DSI has worked with Minneota since 2001 and is currently working with city of Minneota to do a community assessment and grant writing. They were able to answer many questions the EDA and concerned citizens had. As this is the first EDA meeting with new members Vince and Teresa will continue to be contact persons for

the EDA. The EDA questioned how we can help with the city assessment. The EDA will make a list of questions to add to the assessment. This list will have specific questions asking what Minneota residents are looking for. DSI would like the list to them by July 5th so they can get the survey created and sent out.

7. Who should be the contact person for the EDA that can assist interested parties for residential and commercial development opportunities? John Noyes suggested having all EDA members available for people to contact. EDA members all agreed to have their contact information posted.
8. Discussion was held on how the EDA will promote the space available in Minneota for future businesses. There are lots available in the industrial park that had interest shown from a new business. The EDA, DSI and community members talked about how best to develop these lots and where to apply for grant money to assist. No motions or plans were made, discussion will continue next month.
9. Minneota has a JOBZ designation. EDA asked if there are funds available in this fund. Vince said that the government JOBZ program has very little money left in it. EDA will not pursue this at this time.
10. How to promote the current businesses in town was discussed as the EDA feels this is very important. Any promotion that is done needs to be funded by general funds, not rehab funds. There is potential for signage around town. There was discussion on adding a link to the City webpage to an EDA page that would have much more information on businesses currently in town and buildings available to be used. The EDA members contact information will also be placed here.
11. Concerned citizens/ new business: citizen questions had be answered by Vince and Teresa earlier in the meeting. John Engels, city attorney, and Shirley Teigland informed the EDA board of the current open meeting laws. Meeting need to be posted 3 working days prior to any meeting. Education was done on quorums also.
12. Meetings will be held on the 2nd Tuesday of the month at 5:45 in the City Office.
13. Motion to adjourn the meeting was made by Tim Koppien, 2nd by Stephanie Vlaminc. Passed unanimously.