

**City of Battle Lake  
Economic Development Authority  
Thursday, March 1, 2018**

The Battle Lake Economic Development Authority met in regular session on Thursday, March 1, 2018. President Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Don Maslow, Leigh Shebeck, Gene Kelm, Sara Boyum, and Steve Young present. Absent was Jeff Drake. Also present was Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer.

Kelm made a motion to approve the agenda. Shebeck seconded. MCU Shebeck moved to approve the minutes from the last meeting. Dorn seconded. MCU Kelm moved to approve the financials as presented. Dorn seconded. MCU

**Updates:**

- Tri-City Living – continue working on promotions with the help of Otter Tail Tourism through Social Media. The group attended the Perham EDA Annual Meeting yesterday. Perham holds their meeting every year and brings in speakers for the event. Some of the speakers were giving updates to projects (school, clinic, some businesses, etc.) and others were speakers that gave out information on starting their business. This year's speakers were the KLN owners and Lucie Amundsen from Locally Laid – a free-range chicken operation out of the Duluth area. They also gave an update on business projects for the prior year and presented the EDA's available programs and incentives. The Battle Lake commissioners decided that an annual meeting, starting in 2019 should be done in either March or April. We should consider a meal (probably breakfast). Martin will get it on the agenda to discuss in January.
- The Business Retention and Expansion Community Commencement will be held on Monday, April 16<sup>th</sup> at the school media center. A reception will be held outside the media center at 6:30 p.m. with the presentation scheduled for 7:00 p.m.
- Hatchery Row - Martin and Dorn continue working with the property owners and they continue to look for a location for a couple of the owners to move into in order to conduct their business. Martin stated that she had a meeting with Mike Olson from Fergus Falls HRA. He was going to check with DEED to see if the project might be a good one to include in a Small Cities grant application. He is working on a possible joint application with the Tri-City group that is due in November.
- The joint EDA/Network Battle Lake meeting will be held on Thursday, May 5<sup>th</sup> at 7:30 a.m. at Shoreline. We will serve pastries and coffee. Martin will ask NBL if they would cost share this. The meeting will include a PowerPoint by Martin describing the background of the EDA, its function and completed projects. Similarly, someone from NBL will do the same. From there, we'll have a discussion on how to better work together and also to keep each other informed. Also, are there projects we should work on together?
- The joint EDA/Council retreat has been rescheduled for Tuesday, April 24<sup>th</sup> at 5:30 p.m. at City Hall.
- Kelm reported that the fishing contest was a big success.
- The West Tool building has been sold to Creative Environmental Landscaping out of Alexandria.
- The Childcare center is on track for ground breaking in April. They had approached the council to use the airport for an outdoor dance fundraiser. This idea is on hold at the moment.
- DQ is opening this weekend.
- Stella's is opening April 25<sup>th</sup>.

EDA Commissioners reviewed the council minutes and agenda.

Martin presented some information on a vacant lot that has been in property tax forfeiture for many years. Although it's not listed on the MPCA's web-site, there are some concerns about contaminated soil as it once held an above-ground tank. She asked a representative from MPCA how we need to determine if it is contaminated. We can have someone conduct soil sample and if this comes back clear, there's nothing more to do. If it is contaminated, there are grant funds available to pay for 90% of it and they can go back and bill the previous owner for this, if they can be found. Martin gave the council an e-mail from our engineers with an estimated cost for soil samples. The commissioners asked Martin to pursue additional information about the lot price and how to move forward. This would be a good project to open up a commercial lot.

Meeting adjourned at 8:00 a.m. Next meeting will be held Thursday, April 5, 2018 at 7:00 a.m.

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Valerie J. Martin, Clerk/Treasurer/EDA Director/Zoning Officer