

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

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

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

Commissioners discussed the annual meeting and set the date for Thursday, February 7th from 7:00 a.m. to 8:30 a.m. They would like hold the meeting in conjunction with the Network Battle Lake meeting. Martin will check with them for approval. West Central Initiative will be the program explaining some of their programs. Martin will check to see if they can also show the "Future of Retail" video.

Updates:

- Hatchery Row: Council approved Phase I of the environmental study. They tabled approval for Phase II of the environmental study and the execution of the purchase agreements. . The Council is concerned about taking on a huge financial expense related to clean-up and they want to make sure TIF projections will pay back the City's investments. Martin reported that there is a grant opportunity through DEED to help pay for the expense of clean up that the petro fund does not pay for. A recap of the Henning Street meeting with the developers, adjacent property owners, staff, City engineer, street committee and members of the EDA was discussed. It was very clear that everyone felt Henning Street should remain open and have two-way traffic. The City engineer will be working on some different layout options to present to everyone. The commissioners agreed that a face-to-face meeting to review these options is very important. The process for the development of the TIF district will start in November by calling the hearing and setting up the area.
- Commissioners agreed to send Christmas cards out to all businesses on our listing with a thank you for a great year. Martin will also include the Battle Lake map/brochure with options for them to get more and an invite to the annual meeting in February.
- Information Kiosk: Drake informed the group that the Ag instructor has at least two students excited to help construct it. It should be ready to install in the spring.
- The childcare center held an open house last weekend.
- Martin reported on the Otter Tail County Economic Development committee meeting she attended. That committee voted a recommendation to the County Commissioners to develop a separate County EDA under the umbrella of the HRA but with a separate board. There is a subcommittee that will meet to come up with additional recommendations for the final authority of the County EDA. This will be important as the committee all agreed that the County EDA should be a point of contact and provide technical assistance when requested. They do not want them to interfere or take over the work of the local EDA's.

Drake's board position is up at the end of the year and he is interested in continuing his position on the EDA Board.

Goals and priorities were tabled.

Adjourn 8:00 a.m.

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