

**City of Battle Lake
Economic Development Authority
Tuesday, September 5, 2019**

The Battle Lake Economic Development Authority met in regular session on Thursday, September 5, 2019 in regular session. Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Don Maslow, Darren Kern, Gene Kelm, Steve Young and Josie Schmidt. Absent was Leigh Shebeck. Also present was Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer.

Maslow made a motion to approve the agenda. Young seconded. MCU

Kelm made a motion to approve the minutes. Maslow seconded. MCU

Martin reported on the financials, offering a more detailed report. Young made a motion to approve. Dorn seconded. MCU

Everyone welcomed Josie Schmidt as new commissioner to the EDA.

The 2020 budget was reviewed and Dorn made a motion to approve, seconded by Kern. MCU

The tax forfeiture property was discussed and Martin gave an update. It was offered to two separate individuals that declined. Commissioners will wait until after the closing of the Hatchery Row properties to list with a realtor.

Updates:

Hatchery Row:

- Martin reported that during Phase II of the Environmental Study, contamination was found in the soil close to the old gas station, about 28 feet down. The work had to stop and the contamination was reported to MPCA. MPCA will be contacting the City of Battle Lake to explain the process moving forward. This was what was expected and PetroFunds will be available to pay 90% of any of the investigation and clean up associated with the contamination.
- The revised budget for Hatchery Row was reviewed.
- Dorn and Martin reported on meeting with a couple of developers interested in Hatchery Row. The developers spent a little time researching the project and have concluded they would like to move forward on researching the project further. A Letter of Intent from Good Neighbor Properties, LLC was reviewed. The developers are interested in the property and have presented a nonbinding contract basically asking the EDA to not work with other developers as they explore the feasibility of the project, working on a site design, etc. They will work closely with the EDA on the project in the next few months. JJ Cline reviewed the Letter of Intent and in an e-mail to Martin, explained that it was non-enforceable. Commissioners discussed the agreement and understand that its intent from the developers was merely to request the EDA not pursue other developers while they work on putting together a plan. Young made a motion to approve the letter of intent, contingent on council approval. Kern seconded. MCU Martin said that the two owners will be at the council meeting next week and asked if some of the EDA members could attend.

Connecting with Business Owners:

- Some of the Commissioner returned surveys they had completed. Once the surveys have been completed, the results will be compiled and reviewed.

CDA minutes were reviewed. Martin has started working on a grant application for \$50,000 through the CDA that will assist with the Hatchery Row project. The application has to be run through the City Council and will be submitted next week. There was a question on the difference between the HRA and its duties and the CDA. Martin said that the HRA focuses on low income housing needs where the CDA will be working on housing needs that are not focused on low income.

The Thursday night events were discussed. Martin will create a survey that can be sent to business owners via SurveyMonkey. She will bring to next meeting before sending it out.

The recruitment team is starting the process for finding people to apply for the Blandin Leadership Program. The next meeting is in September and the team will work with Blandin staff to start getting the word out and encouraging people to apply for the retreat.

Tri-City Living minutes were reviewed.

Rather than adding council minutes and agendas to the CDA packet, Martin will start copying the EDA to the e-mail when sending out council packets.

Dorn wondered if the commissioners were interested in meeting at a different time with school starting. It was the consensus of the group that the 7 a.m. meeting works best for most.

Adjourn at 7:55 a.m. Next meeting is October 3, 2019 at 7:00 a.m.

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