

**City of Battle Lake  
Economic Development Authority  
Thursday, October 7, 2021**

The Battle Lake Economic Development Authority met in regular session on Thursday October 7, 2021 at Battle Lake City Hall. Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Leigh Shebeck, Richard Bullard, Darren Kern, Steve Young, and Josie Schmidt. Absent was Don Maslow. Also, present was Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer.

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

Shebeck made a motion to approve the minutes. Bullard seconded. MCU

Shebeck made a motion to approve the financials. Dorn seconded. MCU

**Hatchery Row:**

- LACC – no board members were available to attend but Leigh Shebeck gave an update as he has been assisting them with a number of items including an update to the by-laws, policies, and procedures. A community meeting was held on Monday with Bullard, Martin and Shebeck attending. This is one of the first steps in moving forward to the new location at Hatchery Row. They plan to have follow-up meetings with possible partners or entities that may utilize the site.
- Dorn made a motion to approve the sale of the five lots of the Hatchery Row property for \$1 to Goodneighbors contingent on the completion of the paperwork outlined in the Development Agreement. The five lots will be combined into one lot with the sale of the property. Young seconded. MCU
- The infrastructure project is almost complete which consists of water and sewer main connection and the installation of a stormwater system.
- Martin reported that DEED has increased the budget for our redevelopment grant. The initial request was for \$100,800 but the actual cost was \$128,978. The change allowed for the extra \$28,178 with half of that being reimbursed with the grant.

**Housing Committee**

- A meeting was held with a property owner for a possible residential development. He is interested in selling and possibly collaborating with a developer. Martin and Dorn are connecting him with a couple of area developers.
- Otter Tail County received notice that the notice of grant awards from MN Housing for the housing project at Hidden Meadows is delayed until January due to the timing of Federal funding going to the state.

**Marketing Videos**

Steve Henning has completed a couple of the videos and set up the YouTube Channel. Promotion of the videos and YouTube Channel will continue. EDA Commissioners agreed that the videos were very professional and well done.

**Goals and Priorities**

- Dorn made a motion to approve the updated goals and priorities for the EDA. Kern seconded. MCU
- Martin presented a survey to the Commissioners. Slight changes were made, and the Commissioners were in agreement to send it out.

The EDA Commissioners discussed the criteria for a student to be ex-officio member of the EDA with the following important to them:

- Students could be chosen by the school with term of service to be one quarter (3 months).
- They would be an ex-officio member – no voting rights.
- The school could prepare the other details of a job description and use the student school board representative description as a template.

Kern said the School is introducing a recognition program for students and want to get the community involved in the process and having a way for members of the public to nominate a student. This is part of their strategic plan to increase school and community connection. It will be for Pre-K through 12<sup>th</sup> grade and called Battler Proud. Commissioners suggested the following:

- Create an on-line form for nominations (fillable)
- Create a poster that includes a QR code to get them to the on-line form.
- Posters can be distributed throughout the community.

Shebeck will be completing his term as EDA Commissioner at the end of the year. A couple of suggestions were made for his replacement. Dorn is willing to serve another term. Formal appointments come from the Mayor with council approving. This is usually done in December.

The Annual Meeting is scheduled for Thursday, February 3<sup>rd</sup> at noon. Possible speakers might include Representative Jordan Rasmussen and the new LACC director, if that person has started yet.

Otter Tail County CDA minutes were distributed.

Next meeting is Tuesday, November 4, 2021 at 7:00 a.m.

Adjourn at 8:10 a.m.

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