

**LAMBERTON EDA
REGULAR MEETING MINUTES
MARCH 29, 2023 • 5:15 PM**

1. CALL TO ORDER/ADOPT AGENDA

- Meeting called to order at 5:15 PM on March 29, 2023
- Present: R. Arkell, L. Sik, C. Stavnes, P. Mattison
- Staff Present: V. Halter
- Guests Present: Briana Mumme, Redwood County EDA; Jim Salfer, Redwood County Commissioner and Bob VanHee, Redwood County Commissioner

- Additions/Deletions to Agenda
 - Addition of Dollar General to New Business

Motion/Second/Pass (Sik/Stavnes/unanimous 4/0) to approve the agenda as amended.

2. CONSENT AGENDA (if multiple, can all be done in one motion)

- A. Approval of Minutes of the:
- December 28, 2022

Motion/Second/Pass (Sik/Mattison/unanimous 4/0) to approve the December 28, 2022 minutes.

- B. Treasurer's Report
- December 2022
 - January 2023
 - February 2023

Motion/Second/Pass (Mattison/Stavnes /unanimous 4/0) to approve the agenda as amended.

3. REDWOOD COUNTY EDA

- A. Briana Mumme – Redwood County EDA Director was present because of a letter Halter sent regarding Redwood County EDA concerns. Mumme reviewed a 5-year summary of the activities and components that the Redwood County EDA has accomplished. Mumme also reviewed some programs that the County offers. Day Care shortage is estimated to be 247 spots throughout the county. Mumme reviewed what committees and efforts she is a part of. Discussion was held about CTE in programming in the area schools for students and adults. Broadband discussion was held. There is a wealth of information on the county website.
- B. Jim Salfer – Redwood County Commissioner – praised Briana and the wealth of knowledge she is. Salfer stated that the county created their own EDA because they were not happy with the Redwood Area Development Corp. Salfer discussed assisted living and what his experience was in Wabasso with Serenity Suites. Halter asked about county wide housing studies to be used by the communities to pursue funding. Mumme expressed the county commissioners are willing to look at providing these studies for the communities of the county. The estimated cost will be approximately \$30,000.
- C. Strategic Planning process has been wrapping up. This process identified the needs and desires of the county. The plan is intended to be used over the next two years. Work Force, Housing, Child Care and Broadband are the identified activities that will be focused on.
- D. Mumme expressed that she is a one-person office and feels like she is limited in some ways but is available when able. Mumme did express that Redwood Falls' City Administrator is their Port Authority Administrator as well. The Port Authority acts like an EDA.
- E. Bob VanHee – spoke about Redwood County's need to have its own EDA effort. VanHee also expressed the housing study is a very volatile because of the world market.
- F. Sik mentioned the state of the County Roads surrounding Lambertton.

4. ASSITED LIVING

- A. MN Signature Care
- Representatives were unable to be present at the meeting. Halter had spoke with them

and they asked what type of agreements or arrangements the EDA would be interested in pursuing to have an assisted living facility built in Lambertton. What does the Lambertton EDA feel or see their role in this process. The city as a municipality is open to other sources of funding.

- Salfer discussed assisted living and what his experience was in Wabasso with Serenity Suites. A 501-3C was developed to build and retain ownership of the facility and there is a company that manages the facility. Serenity suites has 15 units – 6 are memory care and some have been opened up for hospice.
- Arkell expressed the EDA has owned properties before and have gotten out of all of them.

5. OLD BUSINESS - Updates

- A. Covenants Update
 - Halter stated she is down to 4 signatures needed for the updated covenants.
- B. Industrial Park Update
 - Bollig Engineering presented at the 3-13-23 Council Meeting where they are with the Industrial Park. They will be plat out the land and decide where the utilities will go.
- C. Erickson Lot Update
 - The City attorney recommended that the City rescind the offer to purchase the lot located on W 3rd Avenue because of information found with the title search.
- D. LMC Facilitator Grant \$5,000
 - The City of Lambertton received \$5,000 from the League of MN Cities to be used to find funding opportunities for development.

6. NEW BUSINESS

- A. Age-Friendly Committee
 - Halter stated that the group has applied for a grant through AARP for playground equipment and sidewalk expansion in the City Park that is focused on younger aged.
- B. Community Rec Center/Day Care/Office Space
 - Halter stated she has applied for a planning grant through the state. The intended use for this grant is to look at the existing school campus and see what it would take to use the good parts for a community rec center, office space, day care, assisted living and possible fire station.
- C. Dollar General – Contractor has contacted the city with a proposed site and design for a store to be located just west of the old lumber yard. Halter has contacted Bollig to ask about the utilities and zoning/ordinance requirements. Stavnes asked Mumme about how we weigh the pros and cons of having this type of store coming into town. Mumme said she has read studies done by extension that studied the economic impacts of Dollar General on local grocery stores and the areas in which they develop – she will share with the group.

5. EDA BOARD REPORTS & COMMUNICATIONS

- A. Halter
 - Day on Capitol Hill with LMC March 9, 2023 – Halter met with Representative Torkelson and Senator Dahms. Corridors of Commerce is being updated and Highway 14 through Lambertton should be added. This opens up funding for turn lanes and other transportation needs for development.
 - VVM Apartment Building – the building is under contract for sale. Halter is not aware of who is purchasing it and the intended use of it.
 - Halter did an overview of meetings attended: Lambertton Foundation – organizing a community meeting to discuss what people would like to see in Lambertton, SWRDC – Trail Planning Meeting, AURI – Ag Supply Chain Meeting, State of Manufacturing in Minnesota
 - Arkell asked if Halter has heard from Steen. Halter stated she has not.

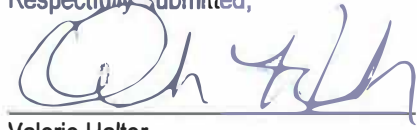
6. NEXT MEETING – April 26, 2023 at 5:15 PM

[Title]

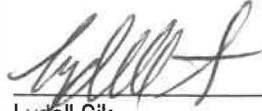
7. ADJOURNMENT

Motion/Second/Pass (Mattison/Stavnes /unanimous 4/0) to adjourn at 6:40 PM.

Respectfully Submitted,



Valerie Halter
Clerk, Acting Secretary



Lydell Sik
Mayor

**LAMBERTON EDA
REGULAR MEETING MINUTES
APRIL 17, 2023 • 5:15 PM**

1. CALL TO ORDER/ADOPT AGENDA

- Meeting called to order at 5:15 PM on April 17, 2023
- Present: R. Arkell, L. Sik, P. Mattison, E. Blomgren, B. Bartholomaus
- Staff Present: V. Halter
- Guests Present: Mitchell & Matthew Pallansch of MN Signature Care Assisted Living

A. Additions/Deletions to Agenda

- Property Values for EDA review

Motion/Second/Pass (Sik/Mattison/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA (if multiple, can all be done in one motion)

A. Approval of Minutes of the:

- March 29, 2023

Motion/Second/Pass (Sik/Bartholomaus/unanimous 5/0) to approve the March 29, 2023 minutes.

B. Treasurer's Report

- March 2023

Motion/Second/Pass (Bartholomaus/Mattison /unanimous 5/0) to approve the treasurer's report.

3. ASSISTED LIVING

A. MN Signature Care

- Representatives Mitch Pallansch and Matthew Pallansch were present to talk about their assisted living company and the possibilities for Lambertton. The Pallansch's gave a history about themselves, their company and the projects they have been a part of. The group discussed how funding works, who owns the building, management of the facility, possible locations, and timelines. The City would be the ones that build the building and MN Signature Care would provide the management. The City would have to guarantee they have enough money in reserves to cover operating costs for the first couple years until it becomes profitable. That is roughly \$250,000. The first step would be to enter into a development agreement with MN Signature Care to develop and get funding for the project. The estimated cost of the development agreement is \$75,000.
- After Mitch and Matthew Pallansch the left, the EDA Board had further discussion. Funding the Development agreement was discussed. There is money in the CIP account and operating that could cove the \$75,000. The City would want to have an agreement that would sell the building to MN Signature Care after a certain amount of time. Discussion was held about how the City would be able to guarantee the \$250,000.
- Discussion ended to request a sample development agreement from Mn Signature Care, a sample request for proposal, and a road map or the process of what happens when and what money is needed when.

4. OLD BUSINESS - Updates

- A. Covenants Update – two signatures are still needed.
- B. MN Planning Grant Award for the Current School Campus – The City was awarded \$30,000. Halter will be contacting the company that did the comprehensive site survey for the school to see if they can do this type of work. Being that we have that study, it could be a cost savings.
- C. Dollar General – Representatives will be at the May 8, 2023 meeting. No building permit has been submitted. Discussion was held.

5. NEW BUSINESS

- A. Bid on Lot Fir & 3rd - Updated the EDA that there has been a bid on the lot that will go to the City Council May 8, 2023.
- B. Lambertton Foundation is looking to put a electronic sign on Highway 14. They need an organization to be the sponsor of the project. The Foundation will do the leg work and raise the funds. The Foundation also ask for a donation. Which we can decide at a different time.

- C. US Bank Building
 - Halter updated the group on a potential business that has looked at the US Bank building for her business.
- D. Tax Valuations
 - Tax valuations for the EDA properties were presented to the board so they are aware of the increase in valuation.

6. EDA BOARD REPORTS & COMMUNICATIONS

- A. Halter Report working on various projects.

7. NEXT MEETING – May 31, 2023 at 5:15 PM

8. ADJOURNMENT

Motion/Second/Pass (Bartholomaus/Arkell/unanimous 5/0) to adjourn at 6:50 PM.

Respectfully Submitted,



Valerie Halter
Clerk, Acting Secretary



Lydell Sik
Mayor

LAMBERTON EDA
REGULAR MEETING MINUTES
City Hall • July 25, 2023 • 5:15 PM

1. CALL TO ORDER/ADOPT AGENDA

- Meeting called to order at 5:15 PM on July 25, 2023 at 5:15 PM
- Present: R. Arkell, L. Sik, P. Mattison, E. Blomgren, C. Stavnes
- Staff Present: V. Halter

A. Additions/Deletions to Agenda

- Add Child Care
- Fiber Sign Ups
- US Bank Building

Motion/Second/Pass (Stavnes/Mattison/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA (if multiple, can all be done in one motion)

A. Approval of Minutes of the:

- June 28, 2023

Motion/Second/Pass (Sik/Mattison/unanimous 5/0) to approve the June 28, 2023 minutes.

B. Treasurer's Report

- June 2023
- Loan Balances

Motion/Second/Pass (Mattison/Blomgren /unanimous 5/0) to approve the treasurer's report.

3. OLD BUSINESS - Updates

- A. Assisted Living – Halter updated the group on assisted living. There has been some change in legislation that makes it more difficult for companies to build new. It is easier if you have an existing building to convert. Halter will try and get a meeting with the Valley View Manor owners to explore options with them.
- B. Covenants Update/Sale of Lots – Halter met with Stavnes and Bartholomaeus regarding selling the lots. There is some language they would like in the contract. Halter has given it to Novak.
- C. MN Planning Grant Award for the Current School Campus – No update. Halter needs to get in contact with a company to do the study.
- D. Dollar General – No Update.
- E. Lambertton Meats Building – Halter updated the group. S Miller was at the last City Council meeting and explained she needs more time to explore options. Council took no action because the timeline originally set at purchase gives her until March/April 2024.
- F. Child Care – Halter reported she attended a webinar on the RCCIP program that walks a community through a child care study and helps identify what the community needs. Lambertton was apart of this program a few years back when the county did it as a whole. Halter has spoken to B Mumme about the program the pros and cons of the program.
- G. Fiber – Halter updated the group on the Open-House that was held. Approximately 110 locations were signed up that evening. Construction should begin in August.
- H. US Bank Building – The building has been sold to Jeckell Trucking. Halter is working on a possible tenant for a portion of the building.

4. NEW BUSINESS

- A. Valley View Apartments – Halter stated the sale of the apartments has fallen through. She has not seen it for sale anywhere again.

5. EDA BOARD REPORTS & COMMUNICATIONS

- A. Halter Report – Halter attended a DEED Redevelopment meeting in Marshall. Continues to pursue new business for Lambertton.

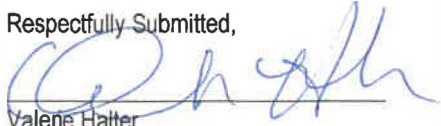
6. NEXT MEETING –

- Wednesday, August 30, 2023

7. ADJOURNMENT

Motion/Second/Pass (Stavnes/Mattison/unanimous 5/0) to adjourn at 6:15 PM.

Respectfully Submitted,



Valene Halter
Clerk, Acting Secretary



Lydell Sik
Mayor

LAMBERTON EDA
REGULAR MEETING • CITY HALL
August 30, 2023 • 7:30 PM

1. CALL TO ORDER/ADOPT AGENDA

A. Additions/Deletions to Agenda

- Meeting called to order at 7:30 PM on August 30, 2023 at 7:30 PM
- Present: R. Arkell, L. Sik, P. Mattison, B. Bartholomaus, C. Stavnes , L. Bittner
- Staff Present: V. Halter

Motion/Second/Pass (Sik/Mattison/unanimous 6/0) to approve the agenda as amended.

2. CONSENT AGENDA (if multiple, can all be done in one motion)

A. Approval of Minutes of the:

- July 25, 2023

Motion/Second/Pass (Bittner/Sik/unanimous 6/0) to approve the July 25, 2023 minutes.

B. Treasurer's Report

- July 2023
- Loan Balances

Questions were asked about CD rates and renewals. Halter will check and report at next meeting.

Motion/Second/Pass (Mattison/Sik/unanimous 6/0) to approve the treasurer's report.

3. OLD BUSINESS - Updates

- A. Assisted Living – Halter had a meeting with the owners of the Valley View Manor Nursing Home and discussed with them the possibility of them offering assisted living in their facility. The nursing home census is down and it would be a way for them to utilize a portion of their building. The owners are going to check into what they need to do on their end. There will be a follow up meeting in about a month.
- B. Southside Addition Lots – Halter advised Novak to contact Stavnes regarding the language in the Purchase Agreement that would be used for selling the lots. Novak has not followed up. Halter will follow up with Novak.
- C. Current School Campus – Halter made contact with ISG for consulting/design services on the current school campus. They will be giving a proposal.
- D. Dollar General – Halter has not heard from them. Chief Neperman said the designers have been in contact with him regarding the required fire suppression needs for 12,000 square feet.
- E. Valley View Apartments – Halter has received calls asking about assessments on the building. This generally means that someone is looking at buying. A potential buyer called. Halter and him discussed the building and the potential.
- F. US Bank Building Tenant – Halter touched base with Jeckell's. They are interested in help the tenant in getting established. The timeline will be after the first of the year.
- G. Child Care Meeting – Halter met with Briana Mumme, Redwood County EDA and Debbie Vollmer regarding Child Care and next steps. Briana Mumme will work with First Child Finance to get an agreement in place for help in developing a plan.

4. NEW BUSINESS

- A. Music Mart Building Tenant – Halter brought a potential tenant to see the Music Mart building and to meet Sandy DeCock. It sounds like there is potential there for the space and potentially open up here.
- B. Housing Study – the county is working on bids to have the housing study done after the first of the year.
- C. Bollig – Funding Opportunity – There is a DEED grant that could give us 50% of the funding needed to put infrastructure into the Industrial Park. Bollig will work on the application and is looking for any business interested in potentially building in that area.

5. EDA BOARD REPORTS & COMMUNICATIONS

A. Halter Report

- Halter attended an EDAM event in Willmar that toured different projects that they have developed across the community. Halter is intrigued by a rail project they have where a company is coming in and developing a rail spur that companies can have access to. This allows companies to use the rail access without having to have their own spurs. Halter questions if this is something that would work in Lambertton.
- Halter attended a webinar on housing. The state is now giving cities money for housing like they do LGA – if you are a city over 20,000 people. If you are a city under 20,000 people, you will need to apply for it in a competitive application process. The County will be receiving \$90,063 in 2023. Halter would like to write a letter to the county commissioners letting them know we are aware they will be receiving this money and encourage them to develop a fair and equitable way to disburse it to the communities of Redwood County.

B. Other Discussion

- The Board asked about a City Action Plan. Halter will check with D Vollmer if she recalls one.
- The Board discussed the current school campus. Halter will get a summary of utility bills for the property. Talks to should start between the city and the school as far as site ownership. An estimate on demolition of the portion of the building to be demolished would also be helpful.

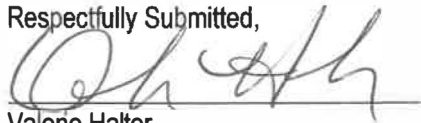
6. NEXT MEETING –

- Wednesday, September 27, 2023 at 5:15 PM.

7. ADJOURNMENT

Motion/Second/Pass (Mattison/Bittner/unanimous 6/0) to adjourn.

Respectfully Submitted,



Valene Halter
Clerk, Acting Secretary



Lydell Sik
Mayor

LAMBERTON EDA
REGULAR MEETING MINUTES • CITY HALL
September 27, 2023 • 5:30 PM

1. CALL TO ORDER/ADOPT AGENDA

- Meeting called to order at 5:30 PM on September 27, 2023
- Present: R. Arkell, L. Sik, C. Stavnes , L. Bittner, E. Blomgren
- Staff Present: V. Halter

A. Additions/Deletions to Agenda

- Add RMS under new business
- Add Safe Routes to School – Walk Audit under Reports & Communications

Motion/Second/Pass (Sik/Stavnes/unanimous 4/0) to approve the agenda as amended.

2. CONSENT AGENDA *(if multiple, can all be done in one motion)*

A. Approval of Minutes of the:

- August 30, 2023

Motion/Second/Pass (Sik/Bittner/unanimous 4/0) to approve the August 30, 2023 minutes.

B. Treasurer's Report

- August 2023
- Loan Balances

Motion/Second/Pass (Stavnes/Sik/unanimous 4/0) to approve the treasurer's report.

3. OLD BUSINESS – Updates

- A. Day Care – Halter went and toured the space at the nursing home. Waiting on First Children's Finance for a contract so they can work with us. It does not cost the city, but for them to be paid by the state we need that in place.
- B. Assisted Living – No Update.
- C. Current School Campus - ISG Architects were here and toured the building. ISG will give the City a proposal. Halter presented the 2022 utility costs for the current school site for review. Halter talked to Superintendent Lee he didn't feel like the school would need to rent back the gym space too much. Halter had a discussion with a community member about the possibility to have a business incubator in the school space. Lee will bring it up to the school board about the City purchasing the site and what it would look like.
- D. Southside Addition Lots – Stavnes sent a draft purchase agreement contract with the suggested wording that the City Attorney wanted.

4. NEW BUSINESS

- A. CDs – Halter was asked at the August meeting to explore rates on the CDs. Halter presented the EDA's CDs with rates and renewal dates. Discussion was held concerning CD rates being offered and the rates with a 4M account. The penalties for cashing the CDs out early are minimal because the rates are so low.

Motion/Second/Pass (Sik/Stavnes/unanimous 5/0) to cash in CD 82 with First Security Bank and deposit that money into a new 4M EDA account.

Motion/Second/Pass (Sik/Blomgren/unanimous 5/0) to cash in CD 34 and CD 39 with First Security Bank and negotiate a new rate CD for those funds.

B. Capital Investment Committee Tour

- The State Capital Investment Tour will be visiting Lambertton on October 5, 2023 from 2:35-

3:20pm. Halter has been told they do not want to hear from City employees and would like to hear from the elected officials and others from the community. Halter encouraged the EDA Board to attend to show support. The tour will start at the community center with a power point presentation from Bollig Engineering and then we will board the bus and tour sites in Lambertton. Halter discussed her desire to emphasize the need for industry to help lessen the property tax burden to the residents of Lambertton. Discussion was held on the Homestead Exclusion Credit and the negative effects it has on development in Lambertton.

- C. City Action Plan – Halter looked into it and there is no City Action Plan.
- D. RMS – Justin Guggisberg is looking for a place to have a warehouse or place to have their parts. Halter created information for Guggisberg to present to the company for building in the industrial site. Discussion was held about price for lots, tax abatement options and letters of intent.

5. EDA BOARD REPORTS & COMMUNICATIONS

- A. Letter to Commissioners – Halter presented a letter she wrote to the Redwood County Commissioners. The state has a new program that will give cities money to be used for housing. It will be given similarly to how they do LGA. But if you are a City under 20,000 – you will not receive these funds; you will need to apply for them. The County however will be receiving a payment of \$91,063. Halter wrote a letter to the commissioners encouraging them to develop a plan, criteria and process for the funds so that all communities in Redwood County have the same opportunity to access the funds.
- B. Leah Bittner is now the Municipal Representative of Redwood County on the SWRDC Board.
- C. The Safe Routes to School Walk Audit was done. A group of people did a walk to identify what infrastructure and other needs the City and School will need to make walking to school safer. Halter asked one of the consultants what his thoughts are on the one-way street in Lambertton. He explained that the way our one-way street is, we have every scenario to make it so people do not slow-down in our business district. There are no stop signs, because its one-way people tend to go a little faster, feeder streets don't give access to Main Street – you have to go all the way north to access areas of the Main Street. It was interesting to think of it differently.

6. NEXT MEETING –

- Wednesday, October 25, 2023

7. ADJOURNMENT

Motion/Second/Pass (Bittner/Stavnes/unanimous 5/0) to adjourn at 6:50 PM.

Respectfully Submitted,

Valerie Halter
Clerk, Acting Secretary

Lydell Sik
Mayor

LAMBERTON EDA
REGULAR MEETING MINUTES • CITY HALL
October 25, 2023 • 5:15 PM

1. CALL TO ORDER/ADOPT AGENDA

- Meeting called to order at 5:15 PM on October 25, 2023
- Present: R. Arkell, L. Sik, P.. Mattison, E. Blomgren
- Staff Present: V. Halter

A. Additions/Deletions to Agenda

- Property Taxes – EDA Reports & Communications

Motion/Second/Pass (Mattison/Sik/unanimous 4/0) to approve the agenda as amended.

2. CONSENT AGENDA (if multiple, can all be done in one motion)

A. Approval of Minutes of the:

- September 27, 2023

Motion/Second/Pass (Sik/Blomgren/unanimous 4/0) to approve the minutes.

B. Treasurer's Report

- September 2023
- Loan Balances

Motion/Second/Pass (Sik/Mattison/unanimous 4/0) to approve the treasurer's report.

3. OLD BUSINESS – Updates

- A. Day Care – Halter had no updates.
- B. Assisted Living – Halter has not had any updates from the owner of Valley View Manor. Grove City turned their old school site into assisted living and is having an open house. Halter will attend and encourage anyone that could to also go.
- C. Current School Campus - ISG contract has been signed so that will move forward.
- D. Southside Addition Lots – Matt Novak gave Chad some language to put in the purchase agreement that gives the City the ability to get the property back if the purchaser does not build. Chad will go ahead and put all the information on the MLS after harvest. Halter made updates to the City website about the lots and will try and advertise more.
- E. Capital Investment Committee Tour – Halter felt the meeting went well. From the meeting there is an opportunity the City will work on to get funding for a new well source.
- F. CDs – Halter updated the board on the CDs. All the previous CDs have been closed. CD #82 balance was moved to a 4M account. The EDA will receive monthly statements from 4M. Cds balances CD #34 and CD #39 were rolled into one 7- month CD at 4.10%.

4. NEW BUSINESS

- A. 2024 Farm Leases – Halter reviewed the EDA Farm Leases with the board.
- B. Bollig – Halter met with a Bollig representative that can help advertise the Industrial Park. Halter and her reviewed the City's webpage. The information is all outdated. Halter will get that updated and then they will get back together and see what can be done.
- C. EDA Building Twin Homes – Halter talked to the board about the service the Southern Minnesota Housing Partnership can offer. They can offer help if the EDA were to build twin homes. They can offer construction management, help doing the bidding, and those types of services. Halter asked the board if they would be interested in building twin homes in the Southside addition and then selling them off – if there is decent financing options and they can offer the services we need to manage the construction of them. Discussion was held. Halter will investigate and see what the options are.

D. Swimming Pool Meeting – The City is holding a Special Meeting November 6th to talk about the swimming pool. Halter encouraged members to attend.

5. EDA BOARD REPORTS & COMMUNICATIONS

- A. Letter from Jim Salfer – Salfer wrote a letter in response to the letter Halter sent regarding the housing funding Redwood County will receive from the state.
- B. Property Tax – Halter explained what is happening with the Property Tax Exemption that is given by the state. The state use to reimburse the City for the tax that was not being collected, but the state decided to no longer fund that program, but kept the exemption. Now the portion that is not collected is pushed onto your higher valued properties in the community.
- C. Roger Pfarr contacted the office this week and said they will be closing on the property with Dollar General. Discussion was held.

6. NEXT MEETING –

- Wednesday, November 29, 2023

7. ADJOURNMENT

Motion/Second/Pass (Mattison/Sik/unanimous 4/0) to adjourn at 5:55 PM.

Respectfully Submitted,



Valerie Halter
Clerk, Acting Secretary



Lydell Sik
Mayor

**LAMBERTON EDA
REGULAR MEETING MINUTES • CITY HALL
December 27, 2023 • 5:15 PM**

1. CALL TO ORDER/ADOPT AGENDA

- Meeting called to order at 5:15 PM on October 25, 2023
- Present: R. Arkell, L. Sik, E. Blomgren, L. Bittner
- Staff Present: V. Halter
 - A. Additions/Deletions to Agenda – None.

Motion/Second/Pass (Sik/Blomgren/unanimous 4/0) to approve the agenda as presented.

2. CONSENT AGENDA (if multiple, can all be done in one motion)

A. Approval of Minutes of the:

- November 29, 2023

Motion/Second/Pass (Sik/Bittner/unanimous 4/0) to approve the minutes.

B. Treasurer's Report

- November 2023

- Halter explained that the board will see the 4M account that will get reconciled monthly now since the EDA money was transferred here.

- Loan Balances

Motion/Second/Pass Bittner/Blomgren/unanimous 4/0) to approve the treasurer's report.

3. OLD BUSINESS – Updates

A. Day Care –

- First Childrens Finance – Halter is working on submitting the Business Model Worksheet information to First Children's Finance for developing a plan for a potential childcare center in Lambertton. Halter stated she needs to talk to the Todd Lee at the school about the childcare they offer now and what happens in the future with things like all day pre-school for children under 5, transportation and food options, and summer childcare. Still waiting on the report on the existing school site as the potential site for a childcare center.
- Debbie Vollmer and Halter would like to have a meeting with people who have shown interest in helping develop a childcare center in Lambertton in January.

B. Assisted Living –

- No Update

C. Current School Campus

- Engineers were there on December 20th and collected more information. Halter is hoping for the report in the next 2 months.

D. Southside Addition Lots

- The lots are listed on the MLS. Stavenes had a couple calls. Halter has had a call. Halter gets answers to their questions. The one asked about the taxes. Halter explains what is being done to try and add to the tax base and get the taxes lowered.
- Halter mentioned the possibility of offering Tax Abatement. Halter thinks this should be part of the conversation in the future. Offering tax abatement for 1-3 years.

E. Capital Investment Committee Tour

- EDA Disaster Grant Application has been submitted and we should know if we were awarded the funds after the first of the year.

F. Twin Home / Housing Development

- Halter had a meeting with the Southern MN Housing Partnership. She had Greg Benedict sit in on the meeting. Halter wanted him to be a part of the conversation as a local contractor. The SWMNHP representatives feel the Workforce Housing Grant would be a good fit for Lambertton. That opportunity focuses on multi-family dwellings.
- The developer of the Tracy townhomes did get in contact with Halter and they will meet in January.

4. NEW BUSINESS

- A. Business Inquiry – Halter had a business contact her looking for an existing 20,000 square foot building for manufacturing. They currently have that part of their operation located in Kansas City and are looking to bringing it closer to their other operations. One of their main suppliers is located in Brookings, so Lambertton is a reasonable location. Halter discussed building a building for him, but he is not interested in building. This person also stated it is hard finding this type of space available.

Halter then is thinking maybe the EDA should build a spec building in the industrial park at the end of First Ave. to maybe spark development. Sik asked if he would be willing to sign a long-term lease. Halter will contact him and see. Discussion was held.

- B. Perfectly Balanced – Accounting and Tax service business out of Redwood Falls had a float in the Taste of the Season parade and have gotten business from it. They are looking for a place to meet with clients to start establishing business here in Lambertton. Halter allowed her to use the Fire conference room to meet with a client last week. Halter is working with the Lambertton Township to see if they would allow them to use that space. She needs a space that has privacy. Discussion held.

- C. Housing Study – Jim Salfer told Halter that the County did not pass doing the county wide housing study as anticipated. Halter got a list of housing study providers from B. Mumme and sent out an email asking for a quote. A housing study is needed to attract developers and is needed for any type of financing. Someone that voted the housing study down will need to bring it back to vote. Halter does not want to wait. Halter did email the Initiative foundation and the SWRDC for possible financial help with a study. Halter wanted to make the board aware of it because she may be asking them for funding next month.

- D. Work Force Housing Funding Option - Halter explained this is a housing program that required you to get a 50% match from investors, contractors, suppliers to build a project. This program provides the other half in the form of a forgivable loan. The investors that are in on the 50% match become asset investors. This one is only open to apply twice a year, so we would be looking at the Fall of 2024 for applying. Halter will start working on the requirements of the application to obtain the certifications needed so she is ready when the time comes. Discussion was held.

- E. Halter met with Chris Webb with the Southwest Regional Development Corp regarding our land use plan. The plan we have is from 1983. To do a new one will not happen until 2025 because they do not have time in 2024. Discussion was held.

5. EDA BOARD REPORTS & COMMUNICATIONS

- Build to Rent Communities Information was given to the board.


6. NEXT MEETING –

- Wednesday, January 31, 2023

7. ADJOURNMENT

Motion/Second/Pass (Bittner/Blomgren/unanimous 4/0) to adjourn at 5:54 PM.

Respectfully Submitted,


Valene Halter
Clerk, Acting Secretary


Lyden Sik
Mayor