

MINUTES OF THE BOARD OF COMMISSIONERS OF THE STAPLES ECONOMIC DEVELOPMENT AUTHORITY

April 24, 2018

The regular meeting of the Board of Commissioners of the Staples Economic Development Authority was called to order by President Etzler at 5:06 p.m. on Tuesday, April 24, 2018 at the Staples Police Department. Present were President Etzler and Commissioners Case, Johnson, Rice and Kolling. With Lund and Yoder marked as absent. Also present were Executive Director Melissa Radermacher, Staples City Administrator Jerel Nelsen, Tara Karels- CLC, Jason Murray-DDA, Rick Utech-TCDC, Mary Theurer-Staples City Council and Staples World Mark Anderson.

Minutes of the March 27, 2018 meeting were reviewed. It was moved by Kolling and seconded by Rice to approve the minutes as presented. Etzler, Case, Johnson, Rice and Kolling voted yes. None voted no. Carried.

Radermacher presented the SEDA Annual Report, the report is available on the City's website for anyone to view and the Board is encouraged to share with their respective agencies/partners. A motion was made by Kolling and seconded by Rice to approve the minutes as presented. Etzler, Case, Johnson, Rice and Kolling voted yes. None voted no. Carried.

Radermacher shared the next steps of the comprehensive plan approval process. A presentation was made to the Planning and Zoning board to schedule a public hearing for May 21st, however this has been changed to June 18th to allow additional time for comments to be addressed and incorporated into the document if desired. Once the public hearing is finalized and the Planning and Zoning board makes a recommendation to the City Council for approval, the next step is to bring the document to the Council for approval and final adoption on June 26, 2018.

Radermacher shared an update regarding the Paint the Town Program. The committee met and identified additional sponsorship options as well as additional benefits for higher level sponsorships. The sponsorship requests will be sent out this month, and one application has been received so far.

Radermacher shared an update on the CMHP Affordable Housing project, the City Council will be making a decision at the April 24th meeting in regards to whether the community will move forward with the project. There was a lot of discussion around TIF and Jason Murray, DDA, did a presentation on how TIF works and why communities use the tool to attract development as well as answered many specific questions in regards to TIF. Rick Utech, TCDC shared his experience in working with CMHP as a developer and thought very highly of the organization. Tim Rice shared his knowledge of lifestyle changes and the need for lifestyle housing.

Radermacher shared an update on the current development projects moving forward this spring. Caseys gas station development, has started prepping houses to be removed and cutting trees down. The Dokken/Gagnon professional/medical building which will house an eye clinic and dental office is in the final stages of TIF approval the April 24th council meeting and will be scheduled to close on the land once that is complete. The Staples Multi-Family apartments is also in the final stage of TIF approval at the April 24th council meeting and will be scheduled to close on the land once that is complete.

Radermacher shared an update on the Tourism Marketing/Lodging Tax Board. The board met on April 20th, and the marketing plan is moving forward with goals of on-line marketing, billboard, and potential tourism organizations to join.

An update was shared in regards to the school facilities, the School Board and key stakeholders are working with WSN as their architects to design the new facility.

An update was shared regarding the community center, a feasibility study is moving forward to identify what can be done.

Radermacher updated the board on the GiANT Lunch and Lead that was held March 23rd, very successful with over 33 participants. The next session is scheduled for April 27 from 12-1 at NJPA if the board can attend it is very interesting and helpful information.

Radermacher updated the Board on several important happenings in the business community:

McKechnie's employees have all found employment in the area or decided to retire except two. There is already a potential buyer for the building so we will have to wait to see if that goes through. The building is listed for sale if not already... this week. At that time we will also have it listed on the Location One system.

Stern Rubber is still anticipating the expansion, it has just been delayed as they wait for bids to be approved, apparently they are bidding on projects that are 2 years out, so once they get these approved they will look at expansions. Even without the expansion they have been growing. Last year Stern hired 15-18 new employees and is adding 3 new pieces of equipment (new presses) over the next few months, this will require additional new employees as well.

We are aware of the Twin City Optical closing and are currently working with the property owner to get the building listed on the Location One system. We are also working with Todd County Development Corp to see what programs for displaced workers this may qualify for as well as some preliminary discussions with CLC for job training.

Case brought up the old Earnies grocery store building and discussion of how to fill that location, discussion was had on ideas and challenges of filling that location.

A motion was made by Kolling and seconded by Rice to adjourn the meeting at 6:45 p.m.

Melissa Radermacher, Secretary