

MINUTES OF THE LEWISTON ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MONTHLY MEETING
December 18th, 2017

Pursuant to do call and notice thereof, a regular meeting of the Lewiston EDA was held City Hall this 18th Day of December, 2017 at 5:15 p.m.

The following members were present: Mayor Beth Carlson, Bryce Lange, Russ Buege, Jon Nienow & Caleb Dahl

Absent: John Stiles

Also Present: EDA Director Rebecca Charles

CALL TO ORDER & ROLL CALL: Meeting called to order at 5:15 p.m. by Chairman J. Nienow.

BUSINESS AND FINANCIAL REPORT: J. Nienow asked if there was any clarification needed on the financial report. No clarification was requested. Motion to Approve the Business & Financial Report was made by Mayor Carlson, Second by R. Buege, with all voting aye.

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS: After reviewing minutes from September Regular Meeting, Motion to Approve was made by R. Buege, second by B. Carlson, with all voting aye.

CEDA UPDATE: R. Charles informed the EDA that all of her updates are in the attached EDA Director's Report, but gave highlights on a few items.

- **Rochester Area Chamber of Commerce: SEMN Day at the Capitol Committee:** R. Charles went to the December 14th meeting, at which the committee has started to narrow down on topics, pricing and marketing tactics. The committee has decided that of the bonding issues that will be discussed at the capitol, some of them MUST come from outside of Rochester. We are currently collecting as much information from the surrounding communities as possible.

RESIDENTIAL DEVELOPMENT UPDATE: Currently on hold until after the holidays.

DOG PARK LAND SURVEY FUNDS REQUEST: R. Charles provided a copy of the Kleinschmidt Surveying quote for survey work to all members present. R. Charles did inform the EDA that she also reached out to WSN for a quote, but they came in at a higher dollar amount.

Motion to provide funding though Kleinschmidt surveying, in an amount not to exceed \$1,800 was made by B. Lange with a second by R. Buege.

R. Buege asked if the property is currently owned by the city, R. Charles clarified that yes it is. R. Buege wanted to clarify that it is needed in order to move forward. R. Charles and J. Nienow both stated yes, that the survey is needed before any work could be done to create the dog park.

Discussion occurred and it was determined that the \$1,800 will come out of the EDA cash account.

J. Nienow called the item to a vote with all members voting aye.

LANGE PROPERTIES, L.L.C. BUSINESS PROPOSAL & REQUEST FOR FUNDS: B. Lange has acknowledged the conflict of interest clause and R. Charles has a copy signed by B. Lange. He will recuse himself from the EDA during any discussions related to this proposal/request for funds.

B. Lange provided the EDA with updated financials for his business proposal.

R. Buege asked about Mr. Lange's loan repayment balance. Mr. Lange stated that he calculated it based on a 3.5% tax rate on a 5-year loan. J. Nienow stated that he would like to keep the interest rate the same as what was provided for Lewiston Senior Care Center which was 2%. B. Lange is still planning to repay in 5 years.

Discussion was had as to what accounts funding should come from and where to move funding to in order to assist with the loan. There was some further discussion of transferring just what is needed from CASH into RLF, or if the EDA should move extra over.

Motion was made to move \$32,000 from the regular 203 EDA Savings into the 206 EDA Revolving Loan Fund following City Council approval by R. Buege. Second by B. Carlson with all voting aye.

B. Lange abstained from all discussion and voting on this issue due to conflict of interest.

B. Lange will provide official loan application prior to next EDA meeting.

PARK DRIVE EXTENSION – RECOMMENDATION TO CITY COUNCIL: R. Charles presented board members with a copy of the letter she had drafted to the City Council recommending the extension of Park Drive from County Road 29 to County Road 25 on the basis of ease of access for home owners and for the safety of residents regarding access by emergency vehicles. The land the road would be moving through, currently belongs to Mr. Pat Dailey, with a small portion going through property owned by Rick Speltz.

If City Council accepts the recommendation, we could start looking at getting a survey done and get cost estimates on the project.

Motion to have J. Nienow sign recommendation to have it presented to City Council was made by R. Buege, second by B. Lange with all voting aye.

JANUARY EDA ELECTIONS AND APPOINTMENTS: R. Charles reminded members that elections will be taking place at the regular January EDA meeting.

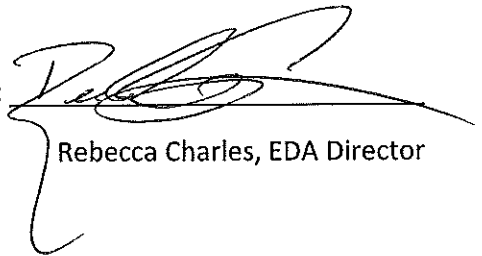
WALK-ON ITEMS: N/A

ADJOURN: R. Buege motioned to adjourn, second by B. Carlson. Meeting Adjourned at 6:09 PM

Next Meeting will be held on Monday, January 22nd, 2018 at 6:09 pm.

This meeting is being held one week late due to the Martin Luther King Jr. Holiday on Monday, January 15th.

Meeting Notes Taken by:

A handwritten signature in black ink, appearing to read 'Rebecca Charles', written over a horizontal line. The signature is stylized and cursive.

Rebecca Charles, EDA Director