

# MINUTES OF LEWISTON ECONOMIC DEVELOPMENT AUTHORITY MEETING

July 17<sup>th</sup>, 2017

Pursuant to do call and notice thereof, a regular meeting of the Lewiston EDA was held City Hall this 17<sup>th</sup> Day of July, 2017 at 5:00 p.m.

The following members were present: Mayor Beth Carlson, Bryce Lange, John Stiles, Jon Nienow, and Russ Buege.

Absent: Phil Kalmes.

The following staff members were present: City Administrator Travis Brierley

Also Present: EDA Director Rebecca Charles

**CALL TO ORDER & ROLL CALL:** Meeting called to order at 5:09 p.m. by Chairman J. Nienow. Meeting was then put into recess until 5:27 when quorum was reached.

**BUSINESS AND FINANCIAL REPORT:** Spending remains unchanged from previous month. EDA has received third payment from Spronks, owners of Lewiston Senior Living. Motion to accept financial report was made by J. Stiles and a second by B. Carlson.

**APPROVAL OF MINUTES FROM PREVIOUS MEETING:** T. Brierley requested that the following be added to the minutes: Under the section titled "Annexation/Settlement Ponds Update" add "Motion to send recommendation to planning and zoning committee to designate land as I-2." After adding, motion was made to accept minutes with change added by B. Carlson, second by B. Lange.

## **CEDA UPDATE:**

1. 1-on-1 Meetings with EDA Board Members: R. Charles expressed her desire to hold one-on-one meetings with each board member in order to better understand each member's priorities for the city and the EDA.
2. Main Street Training: R. Charles informed the board that she will be attending the Preservation Alliance training "Main Street Training: Vacant and Underutilized Buildings" in Red Wing on Thursday, July 20<sup>th</sup>. She has hopes that this training will give some ideas and insight for downtown Lewiston.

**WAUSAU HOMES UPDATE:** R. Charles informed board that Pat and Joe Daley stopped into the office this morning and were able to have a discussion about the possible development partnership with Wausau Homes. P. Daley suggested that instead of parcel #250601040 that we instead look at parcel #251000040. This parcel is also one of P. Daley's properties and does have water already available. The development would need a road added to access the development. R. Charles suggested that the road run between County Road 29/Fremont Street and County Road 25. By connecting the two County Roads, it would also give better access to

the development on Nicholas Drive. J. Nienow agreed that this would help for emergency vehicles. R. Buege suggested we also look at getting a trail along the road once it is put in. The board agreed that this should be done. T. Brierley also wanted to clarify that the road would be a 30 mph residential road. It was also suggested that we hold a joint meeting of the EDA, Planning & Zoning and City Council before a final agreement is signed. R. Charles is meeting with the owners of Wausau Homes in Rochester on Tuesday, July 18<sup>th</sup> and will discuss these items with them and report back to the board at the August meeting. It is still unknown if the city will need to purchase the first acre of the parcel to donate to Wausau for the first two homes to be erected. The board is supportive of the development and agreed to work with developers to find an arrangement that works for all parties involved. Board is in agreeance to allow discussions to continue and start looking seriously at the pricing and possible acquisition of land for development.

**UTICA TOWNSHIP ANNEXATION UPDATE:** T. Brierley informed the board that both he and R. Charles attended the Utica Township meeting on Monday, July 10<sup>th</sup>. The Utica board did not sign the Orderly Annexation Agreement that night as expected. They had not yet had an attorney look at the document, and would like to do so before signing. There was also some concern expressed by the Utica board members about the maintenance of the road. This item was then tabled until the next meeting on August 14<sup>th</sup>. B. Carlson inquired if we needed a public hearing for this annexation, T. Brierley clarified that we only needed a public notice, which was already done. T. Brierley further stated that Planning and Zoning will be changing the zoning of the parcel by the waste water treatment plant to I-2.

**MEETING TIME CHANGE:** Last week following the meeting it was discussed that we needed to change the official time for the meeting to 5:30pm to ensure all members could be present. B. Carlson expressed that 5:15 would be adequate for her. A motion was then made by J. Stiles to change the meeting time to the 3<sup>rd</sup> Monday of each month at 5:15 pm Central Time. A second was made by B. Lange. It was also mentioned that the postings for the meetings will also need to be changed, which would include the website and flyer hanging in the City Hall.

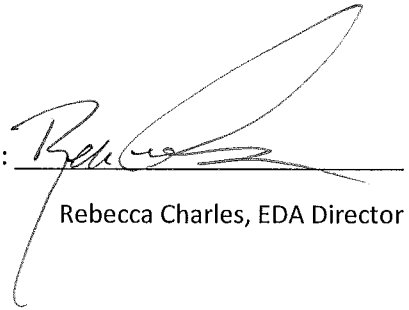
**WALK-ON ITEMS:**

1. **Universal Industrial Gasses:** R. Charles requested some contact information for Neil, the contact for UIG. J. Nienow stated he would contact former EDA director Sam Smith to get a telephone number for Neil. R. Charles will also reach out to CEDA rep. Cris Gastner in St. Charles to see if UIG was still showing any interest there or if they had contact information as well.
2. **Welcome to Lewiston Sign:** An inquiry about the Welcome to Lewiston sign on the west side of town promoted J. Nienow to offer to reach out to his contact with the MinDOT for approval. Approval has already been given by the cemetery for its placement. J. Nienow explained the project to R. Charles who was unaware of the need to move the sign and status of the movement.

**ADJOURN:** R. Buege motioned to adjourn, second by J. Stiles. Meeting Adjourned at 6:07 PM

Next Meeting will be held on Monday, August 21<sup>st</sup> at 5:15 pm.

Meeting Notes Taken by:

A handwritten signature in black ink, appearing to read 'Rebecca Charles', is written over a horizontal line. The signature is stylized with a large, sweeping loop at the end.

Rebecca Charles, EDA Director