

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
JANUARY 15, 2015**

1. CALL TO ORDER

Lieske called the meeting to order at 7:07 am in the City Council Chambers, 415 Central St. W.

MEMBERS PRESENT:

Zellner, Prigge, Furrer, Lieske, Ruppert, Rivers and Daleiden

MEMBERS ABSENT:

None

STAFF PRESENT:

Joel Erickson, City Administrator

OTHERS PRESENT:

Mayor Tim Rud

2. AGENDA

Lieske asked if there were any additions, deletions or corrections to the agenda. A motion was made by Prigge and seconded by Zellner to approve the agenda as presented. Vote for: Zellner, Prigge, Furrer, Lieske, Rivers and Daleiden. Against: None Vote 6-0. Motion carried.

**3. APPROVAL OF THE MINUTES FROM THE DECEMBER 18, 2014
REGULAR**

Lieske asked if there were any additions, deletions or corrections to the minutes. A motion was made by Daleiden and seconded by Prigge to approve the minutes of the December 18, 2014 regular meeting. Vote for: Zellner, Prigge, Furrer, Lieske, Rivers and Daleiden. Against: None Vote 6-0. Motion carried.

**4. CONSIDER APPROVAL OF THE DECEMBER 2014 TREASURER'S
REPORTS AND MONTHLY BILL(S)**

Erickson said December had a beginning balance of \$216,161.23, revenues of \$638.85 and expenses of \$3,470.06 for an ending balance of \$261,330.02. He said the bill(s) paid were for LiveWire Films for monthly video hosting and Pettipiece & Associates for the 2015 SCDP grant pre-application. Erickson said the bill(s) to be paid January 15, 2015 were for payroll and the Chamber Checks for the Lonsdale First! Program. Lieske asked if anyone had any questions. There were no questions. A motion was made by Furrer and seconded by Prigge to approve the December 2014 Treasurer's Report and monthly bill(s). Vote for: Zellner, Prigge, Furrer, Lieske, Rivers and Daleiden. Against: None Vote 6-0. Motion carried.

5. OLD BUSINESS

- a. None

6. NEW BUSINESS

- a. Introduction of New EDA Board members – Randall Rivers and Jason Ruppert
Erickson stated that Harold Kuchinka's and Chris Pierskalla's terms on the EDA ended December 31, 2014 and interviews of the six applicants were held on December 18, 2014. Erickson said all applicants did well but Randall Rivers and Jason Ruppert were the best. Rivers said he is the COO at R & L Woodcraft, he is a strategist with an emphasis on finance and he wants to create business in town. Ruppert said he works at Bremer Bank and he wants to get more involved in the Community.

- b. Mayor Tim Rud

Mayor Rud said he was attending the meeting to thank the EDA members for their hard work. He said we have a good Board and he is excited for things to come. Mayor Rud said the City Council is progressive and he wants the EDA to be as well because the City is on the cusp of something great with the Business Park. He said meetings/telephone conversations have been held with OPUS and others pertaining to interest in the Business Park. Mayor Rud said it will take risks and hard work to make the site successful. He said the advantages for Lonsdale are land prices and location on 19 and near I-35. Mayor Rud said the investment has been made, to think big picture and to shoot for the moon.

He said another opportunity is the donation of the former R & L Woodcraft Building to the City for use as the EDA sees fit. He said currently, the Lonsdale Area Food Shelf and Rice County Habitat for Humanity are located in the building and will need to be. He said the building is in good shape and a possible use of the remaining space could be an incubator building to help grow and expand businesses in Lonsdale. He said the EDA will need to determine how to get from A to B.

- c. Election of Officers

Erickson said that the January meeting is the EDA's Annual Meeting and elections have typically been held at this meeting. He said current Officers are: President – Lieske, Vice President – Furrer, Secretary – Erickson and Treasurer – Brokl. Lieske opened nominations. The following people were nominated:

1. President – Bruce Lieske;
2. Vice President – Cindy Furrer;
3. Secretary – Joel Erickson; and
4. Treasurer – Tami Brokl

Nominations were closed.

A motion was made by Prigge and seconded by Daleiden to approve the nomination of Bruce Lieske as President. Vote for: Zellner, Prigge, Furrer, Lieske, Ruppert, Rivers and Daleiden. Against: None Vote 7-0. Motion carried.

A motion was made by Zellner and seconded by Daleiden to approve the nomination of Cindy Furrer as Vice President. Vote for: Zellner, Prigge, Furrer, Lieske, Ruppert, Rivers and Daleiden. Against: None Vote 6-0. Motion carried.

A motion was made by Prigge and seconded by Zellner to approve the nomination of Joel Erickson as Secretary. Vote for: Zellner, Prigge, Furrer, Lieske, Ruppert, Rivers and Daleiden. Against: None Vote 7-0. Motion carried.

A motion was made by Furrer and seconded by Prigge to approve the nomination of Tami Brokl as Treasurer. Vote for: Zellner, Prigge, Furrer, Lieske, Ruppert, Rivers and Daleiden. Against: None Vote 7-0. Motion carried.

d. Drawing for the Lonsdale First! Program

Erickson said the Lonsdale First! Program started on November 1st and ended December 31st. He said the program ran smoothly and is not aware of any issues that need to be resolved. Erickson said the final item to be completed was the drawing for winners of the prizes. The following people were winners of the prizes:

1. \$300.00 – Marion Flicek;
2. \$100.00 – George Duban;
3. \$100.00 – M. Siebenaller;
4. \$50.00 – Randy Cocking;
5. \$50.00 – JoAnn Erickson;
6. \$50.00 – George Duban; and
7. \$50.00 – George Duban

e. Update on the Lonsdale “App”

Erickson said he received notification at the App was available for download so it can reviewed and changes made as necessary. He asked Board members to download it so they could review it for any addition or changes that need to be made. He said he is also working to get the iOS version available.

f. Discuss the EDA’s Booth at the Lonsdale Area Chamber of Commerce’s Business Expo/Showcase - March 7, 2015

Erickson said at the last meeting, the Board approved being a sponsor and having a booth at the Showcase. He said discussion focused on promoting the App, the three marketing videos done and the Business Park. He said he looked into retractable banners and several options for giveaways. Erickson said he also discussed options for a table cloth with Five Star Embroidery. Prigge asked what would be on the banners. He said similar language to what is on the City’s website homepage. She said it would be too much and based on her experiences, simpler is better and more eye catching. The Board discussed giving away screen

cling cleaners, an instructional sheet on how to download the App or a QR code to promote the App. The Board agreed no game would be played.

g. Update / Discuss Donation of Former R & L Woodcraft Building to the City of Lonsdale

Erickson said the City Council discussed Randy Stangler's offer to donate the former R & L Woodcraft building to the City and they would like to proceed with the process. Erickson said he has met with both the Food Shelf and Habitat for Humanity regarding their space needs. He said shared access will be a must and the building will have to be set up to accommodate it and he will have to talk about access for Malecha Trucking because they use a portion of the property for access to their building. Rivers suggested leasing space for parking. Erickson said that since the Board may or may not have been in the building he said he could coordinate a site visit. The consensus of the Board was that a site visit would be a good idea.

h. Update on Meeting with the Lonsdale Area Chamber of Commerce Regarding the Roles of Organization

Erickson said that Karmin Stanley with the LACC will be at the February meeting to discuss the roles of each organization.

7. OTHER BUSINESS

a. Additional Items to be Discussed

None.

b. Items for the February 2015 Agenda

The Board did not request any specific items for discussion to be added to the agenda.

8. ADJOURNMENT

A motion was made by Furrer and seconded by Prigge to adjourn the meeting at 8:27 am. Vote for: Zellner, Prigge, Furrer, Lieske, Ruppert, Rivers and Daleiden. Against: None Vote 7-0. Motion carried.

Respectfully Submitted:

Joel A. Erickson, City Administrator