

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY
JANUARY 19, 2012**

1. CALL TO ORDER

Vice President Duban called the meeting to order at 7:00 am in the City Council Chambers at 415 Central St. W.

MEMBERS PRESENT:

Dietz, Furrer, Duban, Lieske and Pierskalla

MEMBERS ABSENT:

Kuchinka and Daleiden

STAFF PRESENT:

Joel Erickson, City Administrator

OTHERS PRESENT:

Devin Reyes, Lonsdale Area Chamber of Commerce Executive Director

2. AGENDA

Duban asked if there were any additions or deletions to the agenda. A motion was made by Furrer and seconded by Dietz to approve the agenda. Vote for: Dietz, Furrer, Duban and Pierskalla. Against: None Vote 4-0. Motion carried.

**3. APPROVAL OF THE MINUTES FROM THE NOVEMBER 17, 2011
REGULAR MEETING**

Duban asked if there were any additions or deletions to the minutes. A motion was made by Furrer and seconded by Dietz to approve the minutes of the November 17, 2011 regular meeting. Vote for: Dietz, Furrer, Duban and Pierskalla. Against: None Vote 4-0. Motion carried.

4. TREASURER'S REPORT

Erickson said October had a beginning balance of \$236,340.38, revenues of \$1,181.62, expenses of \$730.65 for an ending balance of \$236,791.35. He said November had a beginning balance of \$236,791.35, revenues of \$1,121.62, and expenses of \$1,197.89 for an ending balance of \$236,715.08. In addition, he said there was one bill for approval. The bill was a legal bill totaling \$116.38 pertaining to Heritage Heating & Air. Duban asked if Erickson's reimbursement was for the punch cards for the Lonsdale 1st program. Erickson replied yes. Furrer asked if everyone that participated in the Lonsdale 1st Program paid. Erickson said yes. A motion was made by Furrer and seconded by Dietz to approve the October and November Treasurer Reports and one bill. Vote for: Dietz, Furrer, Duban and Pierskalla. Against: None Vote 4-0. Motion carried.

Lieske attended the meeting at 7:06 am.

5. OLD BUSINESS

a. Update on Lonsdale EDA Sign Adjacent to I-35

Erickson said staff submitted the building permit for the sign and it was conditionally approved. He said the conditions are that the sign cannot be taller than twenty feet in total height and the pole must be “breakaway” at ground level in case a vehicle hits it. There was general discussion on the conditions. A motion was made by Duban and seconded by Dietz to comply with the conditions imposed on the proposed sign permit by Rice County. Vote for: Dietz, Furrer, Duban, Lieske and Pierskalla. Against: None Vote 5-0. Motion carried.

b. Update on Marketing of City Industrial Lot

Erickson said he was not provided an update on the marketing of the industrial lot.

6. NEW BUSINESS

a. Election of Officers (President, Vice-President, Treasurer and Secretary) for 2012

Erickson said according to the By-Laws, elections are to be held at the first meeting on the year, which is this meeting. Lieske opened the floor to nominations. Pierskalla nominated Lieske as President, Duban as Vice-President, and Erickson as Secretary/Treasurer. A motion was made by Pierskalla and seconded by Furrer to close nominations. Vote for: Dietz, Furrer, Duban, Lieske and Pierskalla. Against: None Vote 5-0. Motion carried.

A motion was made by Furrer and seconded by Dietz to cast a unanimous ballot for the nominated members. Vote for: Dietz, Furrer, Duban, Lieske and Pierskalla. Against: None Vote 5-0. Motion carried.

b. Consider Approval of a Not to Exceed Request From the Lonsdale Area Chamber of Commerce in the Amount of \$1,000.00 for the First of Four Seminars in 2012 Titled “Tools for Creating Business Genius” in 2012

Erickson reviewed the funding request from the Lonsdale Area Chamber of Commerce (LACC). Duban asked if the EDA would be asked to contribute \$1,000.00 each time. Chamber Director Reyes replied yes because the seminar series is designed specifically for Lonsdale. Duban asked how long the seminar would be. Reyes said three hours. Duban asked what type of food would be served. Reyes said coffee, donuts and a catered in lunch. She said it is hard to say because it is not known if there will be five or twenty five people attending. Duban asked if a meal was necessary or if one should not be provided at the first one. Furrer asked if the EDA would be funding 100% of the seminar. Reyes said yes. Lieske asked if it would be free to Chamber member and a low fee paid by non-Chamber members. Reyes said she was thinking of charging non-Chamber members \$15.00 because it is a value added benefit. Duban asked if the EDA payment would go to the Chamber. Reyes said the payment will be dedicated to the proposed seminars. Duban said the EDA should not be funding any food.

Furrer said if the EDA does agree to fund the seminars, there should not be a fee for any business. Pierskalla said it could be looked at like the Chamber members prepaid for the seminar through their annual dues and non-Chamber members have not. Erickson said the series could be expanded to being fee based if the seminars are well attended and participants feel it is a benefit. Erickson asked if the EDA was supportive of contributing \$1,000.00 for the first seminar but not funding the lunch. Duban asked the number of attendees. Reyes said she did not know. Dietz left at 7:45 am. A motion was made by Pierskalla and seconded by Furrer to approve contributing up to \$1,000.00 for the first seminar in the Chamber's 2012 Seminar Series. Vote for: Furrer, Lieske and Pierskalla. Against: Duban Vote 3-1. Motion carried.

c. Conduct the Drawing for the Lonsdale 1st Program Winners

The EDA conducted the raffle for the recent round of the Lonsdale 1st Program. The winners drawn included:

Grand Prize – 32” HDTV:	Liz Broske
\$50.00 gift certificate – Lonsdale Liquor:	Jenni Larsen
\$50.00 gift certificate – Custom Cuts:	Bob Hannah
\$50.00 gift certificate – Subway:	Tom Kaisershot
\$50.00 gift certificate – Lonsdale Feedmill:	Dick Kalal
3’ Giant Sub – Subway gift certificate:	Linda Demam
3’ Giant Sub – Subway gift certificate:	Brent Johnson

d. Update on the Conciliation Court Hearing With Heritage Heating & Air

Erickson said he attended the hearing pertaining to this with the City Attorney. He said both sides were ordered to on site mediation. He said nothing was agreed to and a court date will be scheduled in four to six weeks.

7. OTHER BUSINESS

a. Additional Items to be Discussed

Consider Approval to be a Sponsor of the Lonsdale Area Chamber of Commerce (LACC) Show Case

Erickson said the LACC will be holding their annual Chamber Show Case on March 3, 2012 at Lonsdale Packaging and the deadline for sponsorship is due prior to the EDA's February meeting. He said in the past, the EDA has had a booth but recently decided to contribute financially instead of having a booth. A motion was made by Furrer and seconded by Duban to approve the EDA being a Basic Sponsor at the \$50.00 level. Vote for: Furrer, Duban, Lieske and Pierskalla. Against: None Vote 4-0. Motion carried.

b. Items to Include on the February 2012 Agenda

Erickson asked the Board if there were any specific agenda items they wanted discussed at the February meeting. The Board stated they would like to review the Revolving Loan Fund application and requirements, establish 2012 goals and review the EDA's website.

8. ADJOURNMENT

A motion was made by Furrer and seconded by Duban to adjourn the meeting at 8:22 am. Vote for: Furrer, Duban, Lieske and Pierskalla. Against: None Vote 4-0.
Motion carried.

Respectfully Submitted:

Joel A. Erickson, City Administrator