

**Meeting Minutes**  
**New Prague Economic Development Authority**  
**Wednesday, November 25, 2009**

**1. Call Meeting to Order**

The meeting was called to order at 8:00 a.m. by Chairman Dirk Berger with the following members present: Pete Sletton, Mayor Bink Bender, Nick Slavik, Councilmember Kristin Guerrette.

City Staff Present: Jim Morris, Executive Director of the EDA, Michael Johnson, City Administrator, Renee Christianson, City Planner, and Patty Solheid, Treasurer of the EDA.

**2. Minutes / Financials**

- a) It was moved by Slavik, seconded by Bender to approve the October 18, 2009 minutes as submitted. Motion carried (5-0).
- b) It was moved by Slavik, seconded by Guerrette to approve the claims for payment as submitted. Motion carried (5-0).
- c) Treasurer Patty Solheid reviewed the financial reports for the EDA. Mayor Bender asked whether the annual lump sum payment to the City could be eliminated in the future.

**3. Updates / Progress Reports**

Renee Christianson gave a brief review of some current business activities within the community. Updates included the Wastewater Treatment Plant, Blue Sky Organic and Natural Salon, Queen of Peace Hospital progress, New Day Church, Kim Coan's boutique, Schumacher's, Walgreens, Witt Development project (Eastland #2), Verizon/Procellular store, and various building properties for sale. Councilmember Guerrette mentioned that a feed store from Faribault or Northfield may also be interested in locating in New Prague. It was suggested that contact be made with the business owner.

**4. Executive Director's Report**

Executive Director Jim Morris reviewed his monthly report of activities, which included working with Queen of Peace Hospital, working with the Montgomery bank regarding the former feedmill property, visiting with Dan Kreuser regarding a possible vet supply store, discussions with Progressive Rail regarding the local rail line, and cleaning up his files prior to retirement.

**5. Discussion Regarding Industrial Property.**

Renee Christianson presented some basic information and rough cost estimates on what it would take to develop additional industrial property. The City Council has identified this as one of their primary goals. The preliminary information outlined the steps that would need to be taken in order to develop the property, whether it be by a private developer or by the EDA. It was decided that staff would continue to work on and refine the information throughout the upcoming months.

**6. 2010 Budget and Staffing Plan**

City Administrator Johnson stated that a preliminary budget for the EDA for 2010 would be presented at the December 9, 2009 meeting. He recommended that, at least for 2010, he be

appointed as the Executive Director. Pete Sletten asked if there was any conflict of interest in him being the Executive Director and also the City Administrator. He replied that there was not any conflict with this.

## **7. Draft Strategic Plan**

Chairman Berger stated that a subcommittee has been working on a Strategic Plan which they would like to present to the EDA in the form of a powerpoint presentation at the next EDA meeting, and upon EDA approval, they would like to make a presentation to the City Council. A printed copy of the Plan, which included the Mission Statement and Goals, and goals for 2010, was given to all in attendance.

## **8. State Bank Building**

Renee Christianson reviewed a verbal offer by the State Bank to offer to the EDA, at a reduced price, the former State Bank building. The proposed price would be \$95,000, with acknowledgement of a donation for the difference between the sales price and appraised value. She noted conceptual monthly costs which included principal and interest on a 20 year note, property taxes, insurance, utilities, and maintenance. It was discussed that the monthly carrying costs could easily reach \$3,000 per month, and that needed to be compared with the possible rent that could be obtained from the property. It was recommended that the State Bank define, by written correspondence, what the proposal is.

## **9. Miscellaneous**

- a) Chairman Berger suggested moving the meeting dates and times since the meetings seemed to be running longer. He suggested considering evening meetings.
- b) It was moved by Bender, seconded by Sletten to approve a Consent by Mortgagee to Easement over the Busch Brothers property in the industrial park, and authorized the Executive Director and the Chairman to sign the consent on behalf of the EDA. Motion carried(5-0).
- c) Items identified for the December 9, 2009 meeting were: Strategic Plan, Retail Trade Analysis, 2010 budget, new meeting dates and times, Executive Director's Report.-

## **10. Adjournment**

The meeting was adjourned at 9:30 a.m. by order of Chairman Berger.

Respectfully submitted,



Renee Christianson  
City Planner