

MEETING MINUTES
New Prague Economic Development Authority
Wednesday, June 13, 2018

Call Meeting to Order – Brent Quast

The meeting was called to order at 7:30 a.m. by Brent Quast with the following members present: Chuck Nickolay, Troy Pint, Nick Slavik, Pete Sletten, and Bruce Wolf.

Absent: Shawn Ryan

City Staff Present: City Administrator Johnson

Others Present: Jo Faust – First Stop Shop

1. Meeting was called to order by President Quast.

1A. President Quast welcomed new Board Member Troy Pint (will serve the remainder of Jason Burma's term to 5/31/18) and reappointed Board Member Nick Slavik (term to 5/31/24).

2. Minutes/Financials:

- A. It was moved by Nickolay, seconded by Slavik to approve the May 9, 2018 meeting minutes. All voted in favor. Motion carried. (6-0)
- B. There were 2 claims for \$235.46 for June 2018, motion by Slavik, seconded by Sletten to approve the June bills. All voted in favor. Motion carried. (6-0)
- C. The Financial Report for May 2018 including the Income Statements and Balance Sheets were reviewed and accepted.

3. Appointment of Officers – President Quast indicated that it was time to consider the Appointment of Officers for 2018-2019. After discussion, motion by Nickolay, seconded by Slavik to elect the following officers for 2018-2019:

President – Brent Quast
Vice President – Nick Slavik
Secretary – Pete Sletten

All voted in favor. Motion carried. (6-0)

4. City Administrator Johnson gave a brief update and overview on the Small Cities Projects (SCDP):

- A. 2016 SCDP Report – The May 2018 report was provided.
- B. 2017 SCDP Report – Mr. Johnson gave a brief overview on the status of the May 2017 owner occupied, residential rental and commercial applications. Not much activity for the month. Mr. Johnson will check with the SWMHP to review the progress with the various property owners and businesses.

5. President Quast indicated the next item to discuss was the recent BR&E visit to D & D Mechanical. Both Bruce Wolf and Pete Sletten provided an update on the business visit. The business is challenged with finding plumbers. The owner has no prior experience in the trades business. Jo Faust will provide information to the company on Economic Gardening program.

6. City Administrator Johnson provided an update on the PAY2019 Property Valuations for the Industrial Park Lots; possible Tax Exemption; and the need to provide for a maintenance arrangement with the Farmer (Elmer Lambrecht, Jr.). City Administrator Johnson said he met with the Scott County Assessor Michael Thompson, on May 10, 2018 to review the PAY2019 Property Valuations for the Industrial Park Lots. If the City does not cash rent the Industrial Park land or allow the Farmer to sell the crops from the vacant land, he is willing to change the PAY2019 values to Tax Exempt. The City is permitted to work with the Farmer and to allow farming as hay or a maintenance crop, but to not sell crops for resale. We can give the product away, but cannot cash rent. All the City can do is allow a cover crop to keep the weeds down for maintenance purposes. After discussion, motion by Quast, seconded by Slavik to allow Mr. Lambrecht to plant a crop of hay to keep the weeds down, keep the hay, no cash rent, and that this be a year to year transaction. All voted in favor. Motion carried. (6-0)

7. President Quast indicated that the next agenda item was discussion on future next steps and direction for the EDA Board:
 - A. City Administrator Johnson suggested that the Board consider what could be done to assist on the Highway #19/Main Street MnDOT 2020 Reconstruction Project for business marketing assistance. The Board discussed items such as signage, funds for water/sewer infrastructure, marketing funds, etc. It was thought that bringing someone in from St. Peter, St. James, Marshall, etc. to talk about what worked or didn't work might be helpful. Staff will check with these cities.
 - B. Brent Quast asked about an update/discussion on the future athletic fields and the status of the study.

* Brent Quast left the meeting at 8:20 a.m.
 - C. There was discussion on marketing or advertising assistance for businesses during the construction project. There was a feeling that some community/business group should be involved in this advertising and work with social media platforms. Radio ad space/spots were mentioned.
 - D. Future staffing or administrative support for the EDA Board was mentioned and should be looked at when City leadership changes.
 - E. Nick Slavik mentioned that discussion on a possible spec building in the Industrial Park should be looked at. What is Phase II or next steps?
 - F. The City lease for parking with Miller Milling was brought up. Is there a need to expand any future parking North during the 2020 construction project?

*There was no additional discussion on this agenda item and Chuck Nickolay left the meeting at 9:12 a.m.

8. Planning/Community Director Ondich's Business Updates for June 2018 were reviewed.

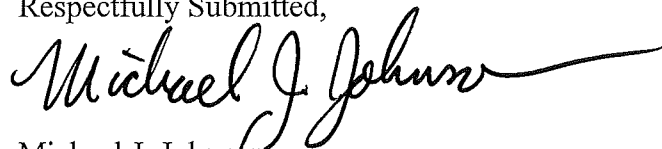
9. Executive Director Johnson provided a brief update on the following:
 - A. EDA Marketing Ad for the MN State Amateur Baseball Tournament Program

10. Miscellaneous – Nothing.

11. Adjourn.

There being no additional business, it was the consensus of the Board to adjourn at approximately 9:16 a.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Michael J. Johnson". The signature is written in a cursive style with a long, sweeping horizontal line extending to the right from the end of the name.

Michael J. Johnson
City Administrator/EDA Executive Director