

**Jackson Economic Development Authority**  
**March Meeting Minutes**  
**Thursday, March 8<sup>th</sup>, 2018, 12:00 p.m., Jackson City Hall**

**Voting Members:**     \_X\_ Kent Bargfrede           \_X\_ Brandon Finck           \_X\_ Dennis Frodermann  
                                  \_X\_ Tim Olson, Vice Chair   \_X\_ Rocky Sieler, Chair   \_A\_ Arlene Vee, Sec./Treas.  
                                  \_X\_ Mayor Wayne Walter

**Staff:**                   \_X\_ Thomas Nelson           \_X\_ Richard Almich

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**1. Meeting was called to order by Chairman Sieler at 12:07 p.m.**

**2. Agenda Changes:** None

**3. Minutes**

**Finck moved to approve March 8<sup>th</sup>'s meeting minutes; seconded by Olson. Motion passed unanimously.**

**4. Reports**

a. EDC Report:

Nelson gave his report. Nelson reported that the primary item that had taken up a large amount of time in the past month was the EDA's Twin Home. Nelson Reported that the south twin home unit had been closed on. He also mentioned that the north unit had been shown once and that there was a lot of time spent going back and forth with the previous tenants which he said he would go into detail on later. Nelson mentioned that he would submitting the Opportunity Zones application later in the day, he said that he had been talking to multiple potential developers, he had worked with the Chamber of Commerce to conduct a childcare survey, and he reported that he had received an updated retail analysis study from the U of M extension. Nelson mentioned that he had talked to numerous communities about what they were doing to address child care shortages.

Nelson talked about major events and meeting that he had attended. Nelson reported that he had been to the JBDC Monthly meeting, that he had Met with Mary Oudekerk from the 504 Corporation, that he had attended the Rural Legislative Forum, and the S&S TIF hearing which he reported was passed by the city council. Nelson talked about going to the state capitol with Rich Koch from the JEDC and Chris Giesen from CEDA. He reported that they had met with 5 different legislators and that he had brought up the cities bonding request. Nelson also mentioned that he would be attending the Coalition of Greater Minnesota Cities' legislative day on behalf of the city. Almich said that he felt it was important that the city was represented and that thought having a more permanent official going would be appropriate. Nelson reported that he had met with a rep from KKOJ and Missouri River Energy. He talked about the March South Central Business Development Network meeting that he regularly attends. Nelson said that the meeting focus for march was on BDPI and SCDP grants. He said that he had learned a lot and was hoping to pursue a mixed used SCDP grant in the future. Lastly Nelson reported that he had attended both the city council and county board to present the Opportunity Zones program. Opportunity Zones presentation to County Board and City Council March 6<sup>th</sup>

b. Drone Video Update

Nelson reported that the audio had been recorded for the video and would hopefully be completed by the end of the week.

## 5. EDA Owned Properties

### a. Contacted Realtors

#### i. 258 Pond Drive

Nelson reported that the north twin home unit had been sold and that the previous tenant had set up a payment plan to pay for the damages.

#### ii. 256 Pond Drive -

Nelson report that the property has been shown once to potential buyers. He said that the potential buys mention that the flooring was damaged and that it was a big negative for them. Nelson then gave reported on the disputes from the former tenants in regards to the security deposit

Nelson gave a background of the situation. He reported that when the former tenants moved into the property the HRA was unable to do a full walkthrough and therefore the Bidnes signed a statement that read "We understand that we will be responsible for any and all damages beyond normal wear and tear that may be present and was unaccounted for from the previous tenant due to the limited time allowed before our move in". Nelson reported that they had documented damages to the flooring in the kitchen area where approximately half of the damage to the floors was assessed to be. Since they had documented the damages in the kitchen the former tenants were charged ½ of the cost to replace the flooring and the cost to replace three broken blinds; the former tenant were given that statement on February 15th. The former tenants disputed having to pay for the damages and requested that the HRA staff and Nelson walk through the property with them to show where the damages where. Both the HRA staff and Nelson went through the property with them and identified where the damages were at. The former tenants also brought to the attention that they had been forced to sign an agreement saying they would leave curtain rods and closet shelving. Nelson reported that the former tenants felt that the damage was not caused by them and that because they had already added value to the dwelling they should not be charged. Nelson reported that after the meeting they informed the former tenants that they would still be charged ½ of the cost for the flooring damages, even though according to the agreement they signed they could be responsible for the entire bill. Nelson reported that neither the HRA or himself could find documentation of the agreement regarding the curtain rods therefor they allowed the former tenants to remove them from the property. He reported that both the HRA and himself were still receiving phone calls, emails, and texts from the former tenants expressing their discontent in the decision. Nelson reported that HRA staff does not want to spend anymore time on this issue. Nelson then requested that the board pass a motion ratifying the decision made by the HRA.

Olson asked to clarify if the amount they were disputing was \$269. Nelson clarified that the former tenants were disputed the \$234 cost for ½ of the cost to repair the tiles which would come out of the \$1000 security deposit that they paid; Nelson also clarified that they had lived in the unit for 2 years. Walter expressed that he liked the agreement and that he did not like the idea of giving them any money for the improvements. Sieler expressed that he felt they have been treated well and that he saw no reason why they should not be charged for the damages. Olson pointed out that they had signed a agreement that they would pay for any damages. Finck mentioned that it was a standard document and Nelson clarified that usually HRA would do a full walkthrough with the tenants but since the tenants had already moved items into the property they were unable to do so.

**Walter motioned to ratify the agreement, seconded by Frodermann, passed unanimously.**

**6. Program Updates/Miscellaneous**

a. New HRA Management Agreement

Nelson presented the board with the revised HRA agreement which Sieler said he would look over and get back to Nelson with.

**7. New Business:** No new business

**8. Adjourn** Chairman Sieler adjourned the meeting at 12: 52 pm.

Respectfully Submitted by Thomas. J. Nelson