

Jackson Economic Development Authority
March Meeting Minutes
Tuesday, May 10th, 2022, 12:00 p.m., Jackson City Hall

Voting Members: P Kent Bargfrede P Mike Brinkman EA Brandon Finck

 P Tim Olson, Vice Chair P Rocky Sieler, Chair EA Arlene Vee, Sec./Treas.
 P Mayor Wayne Walter

Staff: P Dave Schmidt P Matt Skaret

5 Voting members present 2 Excused Absences 0 Unexcused Absences

AU=Absent Unexcused P=Present AE= Absent Excused

The meeting was called to order by chairman Rocky Sieler at 12:05 pm.

1. Agenda Changes

* Motion made by Kent Bargfrede, seconded by Mike Brinkman, to approve the agenda as presented.

Motion carried unanimously.

2. Consent Agenda

a. April 12th minutes

* Motion made by Kent Bargfrede, seconded by Mike Brinkman, to approve all consent items.

Motion carried unanimously.

3. Reports

a. EDA/JEDC/JBDC Reports (Attachment A)

- Econolodge has a building permit and is working on the roof, remodeling the interior, and replacing the canopy. The plans are to reopen the Econolodge.
- Prairie Winds owner is not interested in selling the property at this time.

CVN Recap (Attachment B)

b. Financial Report (Attachment C)

- A deferred loan was paid early so that adjusted out housing program balance to \$61,000.00.
- Starting May 1st the interest and loan payments will resume. The loans were put on hold because of COVID.

4. Other Business

a. Facade program guidelines (Attachment D)

To ensure that awardees use monies in a reasonable amount of time, the board recommends the Facade Improvement Program revise the guidelines.

** Motion made by Wayne Walter, seconded by Tim Olson, to amend the program guidelines to set a maximum time of 1 year to finish the project or forfeit funds. Motion carried unanimously.*

b. Housing land transfer from JEDC to the City (Attachment E-1)

Dave met with the Finance Committee and they approved the transfer of 29.35 acres at \$15K/acre and 9.96 acres at \$7,500/acre for land from JEDC. A 9.96 buffer zone was identified and this land would be unbuildable.

** Motion made by Kent Bargfrede, seconded by Mike Brinkman, to recommend to the City Council accepting transfer of 29.35 acres at \$15K/acre and 9.96 acres at \$7,500/acre for land from JEDC. Motion carried unanimously.*

c. Survey invoice for Housing land (Attachment E-2)

Zieske Land and Surveying Inc. surveyed the SouthWest ¼ Section 13-102-35, Torgerson Lane, and Prospect Lane. Therefore, the JEDC and the Finance Committee recommend the invoice be shared.

The survey is beneficial to future developers.

** Motion made by Kent Bargfrede, seconded by Mike Brinkman, to recommend to the City Council splitting the survey invoice from Ziske with JEDC and City each paying \$1.982. Motion carried unanimously.*

d. Jackson County Abatement Program

The City of Lakefield recommends that the City of Jackson move forward with a county-wide abatement program.

Dave met with the Finance Committee to discuss if Jackson should offer an abatement program. The Committee wanted to know what surrounding communities were doing so Dave reached out to the Economic Development offices in Windom, Worthington, and Luverne.

The city of Windom offers no discounts, assessments included, with a five-year abatement with an annual renewal. This program is being provided for new construction and remodels. Lots are selling at 20 to 30 thousand.

The city of Lakefield offers no discounts; assessments are included, with a five-year abatement with a three-year window. The lots are selling at 20 thousand.

The city of Worthington offers no discounts; assessments are included, with a five-year abatement with an annual renewal.

Rock County has a County abatement, but the city of Luverne does not take part. Luverne discounts the lots, waives assessments and places the property on the tax rolls immediately. There was no motion made and the item died.

e. UCAP Loan invoice (Attachment F)

UCAP charges \$300 per applicant for processing the Small City Development loans.

** Motion made by Wayne Walter, seconded by Kent Bargfrede, to approve paying the invoice to UCAP for loan processing in the amount of \$3,000.00. Motion carried unanimously.*

f. Clymer sanitary sewer (Attachment G)

- From 1970 to 2012, the Kawasaki dealer located on Spring way Parkway had a private septic system.

- In 2012 the City of Jackson underwent a sanitary sewer extension project where 68 properties were instructed to connect to the City sanitation system.
 - In 2013 received a permit to connect to the City Sewer system.
 - Because of the property elevation, a grinder pump is required.
 - In December, Svoboda Construction LLC removed 18 inches of dirt. Because of the cold temperatures, Clymer's' line froze, which caused his grinder pump to burn out.
 - Countryside Plumbing and Heating was hired to make the repairs. The repair fee was \$4,300.
 - Mr. Clymer filed an insurance claim, and it was denied.
 - Mr. Clymer requested that the contractor pay the bill. The request was denied.
 - Mr. Clymer filed a claim with the City of Jackson. The City of Jackson contacted the League of Minnesota Cities to research the claim. The claim was denied.
 - On April 25, 2022, Mr. Clymer approached the Utility Commission requesting financial assistance from the City of Jackson.
 - The Utility Commission recommended the City Council reimburse him for \$2,100.
 - The City Council recommends paying the claim with non-city funds for \$2,100.
- Discussion pursued in which the board felt it was the contractors liability to pay the claim and if he denied it, Clymer should pursue the claim through the courts with reconciliation.

**** Motion made by Kent Bargfrede, seconded by Mike Brinkman, to recommend Clymer seek reconciliation with Svoboda through the courts. If that is unsuccessful, he needs to acquire an easement from JCC schools for the line and then the EDA will reconsider paying a portion of the bill. Motion carried unanimously.***

5. Adjourn

Motion made by Kent Bargfrede, seconded by Mike Brinkman to adjourn at 12:40pm. Motion carried unanimously.