

Jackson Economic Development Authority (EDA)

Meeting Minutes

Wednesday November 12, 2025, 12:00 pm

Jackson City Hall

Quorum: 4

Voting Members:

X Marcus Polz, Mayor X Rocky Sieler, Chair X Tim Olson, Vice Chair

X Joe Pell, Council Member Ward 2 and Treasurer X Kent Bargfrede X Mike Brinkman

 Molly Fransen

Staff: X Jack Brinkman, EDC X Bret Heitkamp, City Administrator;

X Peggy Markman, EDA, Assistant

Call the meeting to order.

Rocky Sieler called the meeting to order at 12:09 p.m. with a quorum.

1. Introduction of Bret Heitkamp

Bret

- Bret Heitkamp introduced himself and gave a brief history of employment and excitement to be here in Jackson

2. Agenda Changes

- a. Storefront/Downtown update
- b. Brent Tharp Building
- c. JBDC update
- d. Kruppiak land update

Jack.

Jack

Jack

Marcus

Motion to approve the proposed Agenda Changes made by Joe Pell seconded by Tim Olson, to approve the agenda as presented. Motion approved.

3. Consent Agenda

- a. October 14, 2025 Meeting Minutes

Motion to accept Consent Agenda. Motion made by Tim Olson, seconded by Marcus Polz, to approve all consent items. Motion approved.

4. Unfinished Business / Open Items:

a. Signage update

Joe

- Joe Pell presented a picture and quote from Jeff Kruse, Eyekandy Design Studio. The sign is 8x12 non lit and aluminum. He would use the existing pillars. Quote came in at \$21,188.00 and his timeline would be 60 days as he would be able to do in the winter months. Does not include the sign by the deputy registrar. Rocky Sieler stated that this would need to be funded appropriately or budgeted. Jack Brinkman stated that there would not be funds for the 2026 year and Joe Pell stated may need to look to 2027. Tim Olson asked about the Joul family as at one time there was interest in donating money. Marcus Polz will give Tim the contact information for him to check into. Rocky suggested we get a quote from an additional outside source to do our due diligence. Marcus stated that he had the contact information for Harvey Signs out of Worthington. Tim Olson suggested we table this issue until next month to allow time to contact the Joul family and get a quote from Harvey Signs.

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b. Mike Schwartz RLF update

Jack

- Jack Brinkman stated that the Revolving Loan Fund for the Historic State Theatre is complete with the covenants of invoice funding up to the loan amount and making sure the business plan requirements are met. As of date he has paid off the mortgage to Bank Midwest and paid out 1 credit card and have just received the 2nd. Tim Olson questioned if any of the improvements would violate the National Historic Registry. Jack and Peggy said that we would look into this. Joe Pell also suggested to check with League of Minnesota Cities.

c. Jackson Business Rewards Challenge

Jack

- Jack Brinkman informed that he went to the November JBDC meeting and it was expressed that they wanted to continue the Business Challenge and Downtown Business Improvement Program. Jack was asking if there would be any desire to have the Business Rewards Challenge if there were not any viable applications to select from. There was discussion on making sure the guidelines are followed and even changing them so that it had strict rule to follow and maybe add that it be a forgivable loan and if the new business closes that they would have to pay back the portion that hasn't been forgiven. Kent Bargfrede expressed that it would be a good idea to have the EDA vs the JBDC to run the programs so that there is more control over the selections and making sure the covenants are being followed by the business.

d. Fiesta Brava Building Improvement loans

Jack

- Jack Brinkman stated that they are current with utilities and Luis has been paying them. Jack had a conversation with Luis and is aware that he needs to pay back the Downtown Improvement Program loan that he has defaulted on with the closing of his business. He plans to pay it off when the building has been sold. It was discussed to send him a demand letter to be paid within 30 days and if not paid a judgement will be filed. Without having a mortgage there would be nothing in a search to make sure our loan was paid off.

Motion made to send a Demand Letter to Fiesta Brava, Luis Abudes for the Façade loan to be paid within 30 days. If not paid, a judgement will be filed. Motion made by Mike Brinkman, second by Kent Bargfrede. Motion approved.

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5. Financials

- Tim Olson had a question on why some of the 804-figivable loans have not had a reduction in the outstanding balance. It was explained that those are new loans that were taken out in 2025 and nothing has been forgiven yet.

Motion made by Tim Olson, seconded by Joe Pell, to approve the financials. Motion approved.

6. Discussion items

a. UCAP update

Peggy

- Peggy Markman gave an update on the SCDP loan that has been funded, DBIP loan for The Wildflower has matured, Covid loan for Auto's on 71 are intending to be paid off, and RLF-Historic State Theatre loan funded. Informed every one of the amounts of funds still available for the commercial and residential SCDP funds. Also, planning on advertising in the Livewire to spark more interest in these loans.

b. December meeting

Peggy/Jack

- It was decided change the meeting date to December 3rd to be able to review the budget before it is certified. Also, will be our annual meeting to go over terms, bylaws and schedule.

7. Agenda Changes Discussion

a. Storefront/Downtown update

Jack

- Joe Pell mentioned to check with DBS that they may have a Downtown Program to help. Jack will reach out to Lori Bonin. Marcus Polz also mentioned to check into Rethos for help.

b. Brent Tharp Building

Jack

- Jack Brinkman stated that he is current with taxes and utilities. Question was posed as to if we can do anything about that building and Joe Pell stated that there is nothing that we can do. Rocky asked if there is a City Council Ordinance and it was unknown.

c. JBDC update

Jack

- Tim Olson mentioned that he had a conversation with Corey Christopher that a possibility of the JBDC folding. Jack Brinkman said that Corey mentioned there doesn't seem to be any movers on that committee and possibly create a sub-committee.

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d. Kruppiak land update

Marcus

- Marcus Polz updated that Wade Wacker has not reached out to Diane Kruppiak yet and will follow up with him.

8. Other Business

- a. Kent Bargfrede stated that with budget time, the EDA has a line item called Miscellaneous that has \$25,000 in it and the city plans on getting rid of all miscellaneous line items. Kent suggest that they rename it Small Business Incentive or something similar to try and keep it. At one time this line had \$200,000 to help with businesses and is now down to the \$25,000 and soon to be taken away completely. Jack stated that if that happens and if we still need the money, EDA would have to request it at City Council meeting and it would take longer to get the funds. Kent stated the city is obligated to have a certain % of the city's budget go to the EDA. Joe Pell suggested that Jack and Peggy meet with Bret and Brenda to discuss this.
- b. Rocky Sieler also suggested we have a discussion for the budget of the future that we are looking into purchasing a parcel of land and would also have other expenses of engineers, lawyers etc. Rocky would like the budget sent out to board members before it is certified.
- c. Marcus Polz stated that the contract the City has with Corey Christopher at the Chamber of Commerce is coming due at the end of the year and with the staff now asked if we need this. Jack stated that Bret has mentioned he have a meeting with Corey to see if there is a way to decrease that.

9. Adjourn

Motion made by Rocky Seiler, seconded by _____, to adjourn the meeting at 1:26 p.m.

Next meeting December 3, 2025