

**Jackson Economic Development Authority
Meeting Agenda – Thursday, November 10, 2016
Jackson City Council Chambers**

Members: X Kent Bargfrede X Brandon Finck X Dennis Frodermann
 X Tim Olson, Vice Chair X Rocky Sieler, Chair X Arlene Vee
 X Wayne Walter

Staff: X Jennifer Bromeland X Sue Pirsig X Dave Maschoff

1. Call to Order

Rocky Sieler called the meeting to order.

2. Agenda Changes

There were no changes to the agenda.

3. Consent Agenda

The Consent Agenda include the following items:

- a. October 13, 2016 Meeting Minutes
- b. Bills: No bills

K. Bargfrede/D. Frodermann moved and seconded and it was unanimously carried to approve the Consent Agenda as presented.

4. EDA Owned Properties

a. Sunset View Phase 1

Economic Development Coordinator Sue Pirsig reported no one has expressed interest to the real estate agent on the one lot available in Sunset View Phase 1.

i. Doug Deel temporary certificate of occupancy

Rocky Sieler noted there has been a lot of correspondence that has occurred between the City and Doug Deel. Sieler said it's the City Council's matter to take care of. Sieler said Deel's temporary certificate of occupancy has expired and the City has three options to enforce the City's code. City Administrator Bromeland said Doug Deel has been put on notice, but has not responded to a November 4, 2016 letter sent to him by the City. He said Deel has not responded to past correspondence and that's why the matter has been referred to City Attorney Brad Anderson. Bromeland said it was felt the matter is best handled through the City Attorney's Office since Deel has not responded to any correspondence from the City or Building Inspector Bill Boltjes. Bromeland reported Deel's property is being assessed at full value. She said she will inform City Attorney Anderson to proceed according to his recommendation.

b. Sunset View Phase 2

i. Lot sold to Nikki and Scott Benda

Pirsig showed a map of Sunset View Phase 2 showing Lot 10 that has been purchased by Nikki and Scott Benda.

ii. Bidnes have until 12/9/2016 to complete their lot purchase. Pirsig pointed out the lot being reviewed by an architect for Mike and Laura Bidne to determine if the

house they want to build will fit on the lot. It was noted the Bidnes have until December 9, 2016 to purchase their lot or they forfeit their down payment. She said the Bidnes are aware of that.

iii. Furnace inspections at twin homes.

Pirsig reported Countryside Plumbing and Heating will inspect both furnaces in the EDA's twin homes for a total of \$75. She noted Countryside Plumbing and Heating installed the furnaces. Responding to a question from Sieler why the furnaces need to be inspected, Pirsig said it's a good practice. She noted the furnaces are four years old.

Vee/W. Walter moved and seconded and it was unanimously carried to have Countryside Plumbing and Heating inspect both furnaces at the EDA Townhomes for a total of \$75.

c. West Ridge Estates

Pirsig said there was no new activity to report.

5. Program Updates

a. SCDP pre-app submitted

Pirsig reported the Small Cities pre-application has been submitted by Western Community Action. She said it was noted in the pre-application that they could repair 25 houses with the funding that has been applied for which would be approximately \$20,000 per project. Referring to a map, Pirsig pointed out the concentrated areas for the Small Cities Program are located on the west side of the City. She said there were not enough responses received in a concentrated area on the east side of the City. Pirsig said property owners, marked in red on the map, responded to the survey with their name and address that are income eligible and on the priority list. Pirsig said the City should hear back from the Small Cities Program in December on whether to submit the final application.

b. Michael Moeller-St. Amand HOME application

Pirsig said Michael Moeller-St. Amand is purchasing a home. She said the Fulda Area Credit Union is the lender for Moeller-St. Amand. Pirsig said Moeller-St. Amand is requesting \$5,000 from the Jackson HOME program. Pirsig noted funding is available in the EDA's Home Ownership Assistance Program.

B.Finck/W.Walter moved and seconded and it was unanimously carried to approve Michael Moeller St. Amand's HOME application for \$5,000. K.Bargfrede abstained.

6. Other

a. City Hall closed Friday, November 11th for Veterans' Day

Sieler noted City Hall will be closed on Friday, November 11th for Veteran's Day.

7. Adjourn

David A. Maschoff, Acting Secretary