



EDA Meeting Minutes

Monday, April 1, 2024 7:00 PM

Green Isle City Hall

1. Call Meeting to Order and Pledge of Allegiance- Meeting was called to order at 7:09 pm by Vice President Ricky Ybarra.
Present: Ricky Ybarra, Mark Wentzlaff, Shane Sheets – ex officio, Diane Brown, Scott Vos – via online.
Absent: Denise Schuft, Vic Schwartz
Staff Present: EDA Director Amy Soeffker, City Clerk Diane Hatlestad
2. Approve/deny April 1, 2024 agenda – Motion by Brown to approve the April 1, 2024 agenda, seconded by Wentzlaff. Motion carried.
3. Approve/deny March 4, 2024 meeting minutes- Motion by Vos to approve the March 4, 2024 minutes, seconded by Wentzlaff. Motion carried.
4. Bills & Communication: RLF Balance \$ - Mark Miller paid off the loan, some confusion whether funds were deposited into the correct account. Soeffker and Hatlestad to check with Sue Vos regarding the current balance.
5. Monthly Reports/Updates:
 - A) Mayor's Report – Mayor Sheets reported that SVCLLC has completed the land sale purchase for the old compost site for \$15,000. Mayoral Arbor Day Proclamation April 26th. Will be planting a tree with GICS. LMC hail damage claims are still in progress.
 - B) Council Liaison Report:
 - C) Mark Wentzlaff (update on compost site) – Wentzlaff reported that the barriers for the compost site will cost \$2,400 more than expected. Will do one bunker for grass and leaves, brush to the left side.
 - D) Diane Brown (parks) – Brown reported that the Easter Egg Hunt with GICS was very successful, the school raised \$6,400. The archery park will open by May 1.

Working on a dog park. Hunter Pederson and Tracey Spangler have been tasked with finding a potential site and looking for grants.

6. Old Business

- A) Update on marketing the Industrial Park
 - I. Circle City Outdoor billboard – Wenzlaff reported that he approved the billboard sign, including the word “Industrial” . Soeffker asked that he send the signed approval over to City Clerk Diane Hatlestad.
- B) Comprehensive Plan Update – Soeffker reported there was no meeting in March.
- C) Update on use of school building wall by Baseball Association – Soeffker reported that Amanda Horstman reported that Joe Kreger did not attend the March School Board meeting, he has been asked to attend the April meeting.
- D) Update on Clover Leaf Concert Series -Ybarra reported a conflict with the 29th concert due to an event at the Club New Yorker. The committee will select a new date.
- E) Update on Xcel Energy – Mobile Substation – Soeffker reported that Xcel did sign the agreement and moved the mobile substation into the industrial park. Hatlestad reported that \$1,000 of the \$2,000 has been received.

7. New Business

- A) EDA Accounts – Soeffker reported that EDA funds are not separated. Funds from the \$60,000 lease agreement were deposited into the general fund. Hatlestad and Sheets will inquire with ABDO about a separate EDA fund.
- B) GICS Lease – Board reviewed the lease. Ybarra stated that if you see any grey areas in the lease, please bring it to the EDA’s attention. Consensus that it would be good to have an EDA liaison attend quarterly school board meeting. Consensus that Denise Schuft would be a good liaison. Soeffker will contact Schuft to see if she would be willing to do it.
- C) 2023 Annual Report – Soeffker presented the report. Motion by Brown to approve the report and send to Council, seconded by Vos. Motion carried.
- D) Update SMIF grant application – Soeffker provided information on an opportunity to submit a grant to SMIF for community asset building. The application will include collaborating with the GICS. Blandin Foundation LOI – Soeffker also presented information a LOI that was presented for a potential grant with the Blandin Foundation.

8. P&Z Update

- A) 361 Railroad Street – Soeffker provided an update on the shipping storage containers located at this address. The owner submitted a variance application which will be reviewed at the April 3rd meeting.
- B) Ord. 2022-03 – In the process of updating Ord. 2022-03 to include FFL in R-1 and remove animals from the Zoning Code.

9. Board and Director Comments - none

10. Adjournment – Motion by Wentzlaff to adjourn the meeting at 8:26 pm, seconded by Hatlestad. Motion carried.

EDA Director Amy Soeffker

EDA President Denise Schuft