

**CITY OF HANOVER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
OCTOBER 9, 2014 – OFFICIAL MINUTES**

Call to Order

Chair Todd Bartels called the regular EDA meeting of October 9, 2014 to order at 8:05 a.m. Present were Todd Bartels, Joe Kaul, Jim Hennessey, Randy Whitcomb, Keith Ulstad and Councilor Ken Warpula. Councilor John Vajda was absent. Also present were City Administrator Annita Smythe and EDA Consultant Heidi Peper.

Approval of Agenda

MOTION to approve agenda was made by Hennessey, seconded by Warpula. **Motion carried unanimously.**

Approval of Minutes from September 11, 2014 Regular Meeting

There were two corrections to the minutes. Mike Dumas from Lupine Brewing was added to those in attendance. Under Accounts Payable, the dollar amount for two charges discussed was corrected from \$19.95 to \$21.00.

MOTION to approve the minutes of September 11, 2014, as corrected, was made by Warpula seconded by Ulstad. **Motion carried unanimously.**

Approval of Minutes from September 16, 2014 Special Meeting

There was some discussion of the fact that additional action was taken at the special meeting on an item that was not on the agenda. Smythe explained that only business posted on the special meeting notice should be addressed at a special meeting. So, if the Board wants that action to stand, it should reconsider the item at this meeting. The Board consensus was that the item was no longer necessary, and the action withdrawn. The minutes will be left as is to reflect what actually occurred, with the discussion noted in these current meeting minutes addressing the subsequent action.

MOTION to approve the minutes of September 16, 2014 was made by Kaul, seconded by Whitcomb. **Motion carried unanimously.**

Approval of September 2014 Accounts Payable and Financial Reports

Kaul noted that the items questioned at the September 11, 2014 meeting had been researched and corrected.

MOTION to approve the September 2014 accounts payable and financial reports as presented made by Kaul, seconded by Warpula. **Motion carried unanimously.**

Old Business

Lupine Brewery

Peper provided an update to the Board of the discussion at the City Council meeting and the follow-up after that meeting. The new construction costs were much higher than Lupine had anticipated, and they had a much larger gap requiring assistance than expected. Given that, they decided to pursue a location with an existing building rather than new construction. That building is outside of Hanover.

This led to a side discussion by the Board about a lack of existing buildings or shovel-ready properties within Hanover. The EDA believes a meeting with the City Council to discuss plans to address this should be held early next year. In the meantime, the Board recommends the City make it a priority to continue to address the shortfalls explored with Lupine on the bank-owned parcel and the city-owned 10 acres, such as title, utility and infrastructure needs.

Greenhouse Assisted Living

Smythe updated the present status of this project. City Planner Nash has sent to Bradford Development the draft Purchase Agreement for the Bridges property. In addition, Smythe and Nash will be meeting with Brad Bass in Mankato to discuss the Purchase Agreement and to tour the completed facility in Mankato. Smythe is also awaiting the final signed easements from the Bridges Homeowner's Association.

Harvest Festival Royalty

There was some discussion of whether or not the requested funds were intended to be seed funding for the Oktoberfest event, or if they were just looking for a donation for the Hanover Royalty. Councilor Vajda had sent a message before the meeting stating the funds were no longer needed, but he was not in attendance to explain, and it was unclear to the rest of the Board. The Board tabled this item for more information.

Business Social

The Board discussed the success of this event the past two years. There was some discussion of moving the event, but the Board determined that the location added to the event. Staff will check to see if Maverick Construction is again willing to host the event. Possible dates are January 22 or January 29, 2015. The Board also determined that we should contribute additional funds towards the food and drinks. Staff will check into our ability to fund these items.

New Business

WCEDP Awards

There was discussion of what local businesses or business leaders should be nominated for these awards. The Board recommended nominating Randy Whitcomb as Outstanding Citizen, Plug Technologies as Outstanding Start-up, and Maverick Construction as High Economic Vitality Business. The nomination deadline is December 12, 2014.

Business Prospect

Smythe and Peper explained the meeting held with a prospective dental business. This would be a new start-up, and likely would need to be new construction. Peper supplied the prospect with some contacts to help with direction on business plans and market studies. The dentist, Adam Holder, would like to do a short survey of local residents to gauge the need in Hanover. The EDA agreed to allow use of the EDA website to conduct the survey. He plans to attend a future EDA meeting for further discussion when he is ready to move ahead.

MN CBRE

Smythe updated that Bartels had asked after the last meeting to discuss a brochure he received from MN CBRE. Bartels suggested that it may make sense at some point in the future to build a relationship with a local realtor that can help us connect with commercial prospects, and help direct prospects to available properties in Hanover. Ultimately, the Board determined that we first need to have a handle on what is available. A walking tour of the City and vacant or available properties will be on the agenda for the next meeting.

Ulstad left the meeting at approximately 9:32 a.m.

Reports

Whitcomb reported that he is no longer he branch manager at BankWest in Hanover, he has moved to the Buffalo office. He will finish out his current term on the EDA, and will need a replacement at that time. Ted Zrust is his replacement in the Hanover office.

Hennessey noted that Peper has been promoted at SEH. Peper explained that she is now the Director of Sales for the central region. Someone will replace her current role at SEH, but she plans to continue working with Hanover.

Smythe updated that she and City Planner Nash met with Dan Cummings from PHS West about a possible expansion at his current site. More details will be forthcoming in the near future.

There was additional discussion of Comfort Matters, and their need for expansion. Peper will reach out to Corey Hickmann at Comfort Matters to see what his needs might be.

Warpula suggested we look into what it would take to get water extended to the City's 10 acres and the 5 acre site next to it where 3 Diamond Development is hoping to build senior housing.

Kaul suggested we may look into TIF options for developing those two sites as well.

Adjournment

MOTION to adjourn by Whitcomb, seconded by Kaul. **Motion carried unanimously.** Meeting adjourned at approximately 9:50 a.m.

ATTEST:

Annita M. Smythe, City Administrator