

**CITY OF HANOVER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
MAY 29, 2019 – OFFICIAL MINUTES**

Call to Order

Vice Chair Warpula called the regular EDA meeting of May 29, 2019 to order at 8:00 a.m. Present were Members Jessica Johnson, Brian Dismang, Tony Ross, Ted Zrust, Ken Warpula, and MaryAnn Hallstein. Also present was City Administrator Brian Hagen. Guest present was Chad Brink of Big Bore Barbeque Co. and Duane Northagen of WCEDP.

Approval of Agenda

Hagen requested to add a business assistance application under new business.

MOTION by Johnson to approve the agenda as amended, seconded by Dismang. **Motion carried unanimously.**

Approval of Minutes from April 18, 2019 Regular Meeting

MOTION by Hallstein to approve minutes as presented, seconded by Zrust. **Motion carried unanimously.**

Approval of Accounts Payable and Financial Reports

Johnson noted that all loans were current.

MOTION by Johnson to approve the Accounts Payable and Financial Reports as presented, seconded by Dismang. **Motion carried unanimously.**

Citizen's Forum

Unfinished Business

Business Incentive Applications – Big Bore BBQ Co.

Hagen noted that the request from Chad Brink has been adjusted to reflect a \$92,500 low interest loan and a \$7,500 matching grant. Brink updated members of the EDA on his proposed project and the scope of work. Brink noted that he is seeking a small business loan which would be large enough to expand his scope of work for the project to allow for a more extensive remodel project. The scope of work now includes work to the refrigeration and freezer components as well as other improvements to improve the atmosphere.

MOTION by Hallstein to approve the applications, seconded by Dismang with the following conditions:

- Have a second real estate mortgaged filed that is personally guaranteed.
- Have a UCC filing against the assets of the operating company.
- An appraisal of the property be provided showing a value in a high enough amount to provide financial security to cover the Hanover EDA's positions on the second mortgage and UCC filing.
- Title Opinion provided showing ownership of the property.
- Loan repayment monthly over a 10-year term
- All Corporation and LLC documents be supplied to the City
- Other conditions as BankWest sees beneficial to the EDA in order to reduce liability

Motion carried unanimously.

New Business

Economic Development Finance Professional Certification Program

Hagen presented a training program that would expand his knowledge as it relates to economic development. Hagen stated that recent interest has been expressed in bringing in a consultant for the EDA

again. Hagen suggested this as an option given that Hanover does not have available properties for new businesses, however, should opportunities arise, this training would help Hagen better serve prospective businesses and developers.

MOTION by Zrust to approve EDFP Certification, seconded by Hallstein. **Motion carried unanimously.**

Johnson left the meeting at 8:48 a.m.

Business Incentive Application – Hanover Flooring

Hagen stated that he received an application for rent reimbursement funds by Hanover Flooring. Hagen noted that the business moved into Hanover a couple of months ago and learned of the program at our Business Social. The board inquired to the need for the assistance. Hagen stated he was unsure of the need, but presented the application in short noticed given the simplicity of it. The board directed the request to be brought back to the June meeting and to invite the applicant to the meeting for discussion.

Reports

Hagen provided update to the EDA on current developments.

Adjournment

MOTION by Ross to adjourn at 9:12 a.m., seconded by Zrust. **Motion carried unanimously.**

ATTEST:

Brian Hagen, City Administrator