

**CITY OF HANOVER  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
JULY 11, 2013 – OFFICIAL MINUTES**

**Call to Order**

Chair Todd Bartels called the regular EDA meeting of July 11, 2013 to order at 8:03 a.m. Present were Todd Bartels, Joe Kaul, Jim Hennessey, Keith Ulstad, Randy Whitcomb and Councilor Ken Warpula. Councilor John Vajda was absent. Also present were Interim City Administrator Bob Derus, Administrative Assistant Brian Hagen and EDA Consultant Heidi Peper.

**Approval of Agenda**

**MOTION** to approve agenda as presented was made by Whitcomb, seconded by Ulstad. **Motion carried unanimously.**

**Approval of Minutes**

**MOTION** to approve the minutes of June 13, 2013 as presented was made by Warpula, seconded by Kaul. **Motion carried unanimously.**

**Approval of May 2013 Accounts Payable and Financial Report**

**NO ACTION** was taken to approve the May 2013 accounts payable and financial reports.

**Old Business**

**Follow-up on Green House Assisted Living Project**

Administrator Derus explained the Planning Commission and the City Council have reviewed a sketch plan for the project. The main concern was the driveway. Both Boards recommended the driveway be placed in such a way as to reduce the impact on the houses across the street. The Planning Commission also discussed a shared driveway and parking lot for the two buildings. The EDA members asked if the title work has been cleared between the city and Mr. Brad Bass. Derus stated the City Attorney is working with Mr. Bass to transfer the land title. A discussion was also held about the timeline. Members were concerned the process is becoming lengthy. Derus explained the only thing the city can do is to keep contacting Mr. Bass to request what is needed next. Derus stated the next step is to receive a site plan for review. Administrative Assistant Hagen stated the City Planner is contacting Mr. Bass to inform him what was discussed about the sketch plan. There was also a question on what the city could be working on to help things move forward. One suggestion was to complete the lot split. Derus explained that it was not a good idea to re-plat the land before we receive a site plan. Once a site plan is submitted and approved, then the city will know specifically where the lot split will be placed.

**Plug Technologies Update**

Peper introduced the application submitted by Plug Technologies for a grant requesting matching funds for building improvements. The improvements were for electrical upgrades. Whitcomb asked if the program for allowing matching funds was still active. Peper stated yes it was and this request is similar to what other businesses have asked for in the past. Peper also informed members that Plug Technologies has received their first DEED reimbursement, as well as have hired their first employee. She stated this is good news and the company is growing as expected.

**MOTION** by Kaul to approve application for matching funds, seconded by Ulstad. **Motion carried unanimously.**

**5<sup>th</sup> Street Senior Housing Update**

Peper explained she contacted the investors after the previous EDA meeting. They informed her they currently did not need anything from her. They were still moving forward on submitting applications in order to move a senior housing facility into the area. Kaul also stated he has not heard from the land owners on this matter.

**Red Sky Brewing**

Peper stated Mr. James Anderson was still working on receiving small business help. He has also met with the City Planner to discuss zoning regulations. The area they are interested in would need to be rezoned or receive a special permit to conduct the operations they desire.

**New Business**

None

**Reports**

None

**Adjournment**

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

ATTEST:

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Bob Derus, Interim City Administrator