

**CITY OF HANOVER  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
AUGUST 10, 2017 - OFFICIAL MINUTES**

**Call to Order**

Chair Bartels called the regular EDA meeting of August 10, 2017 to order at 8:00 a.m. Present were Todd Bartels, Keith Ulstad, Jessica Johnson, Brian Dismang, Ken Warpula and MaryAnn Hallstein. Also present were City Administrator Brian Hagen and EDA consultant Heidi Peper. Member Randy Whitcomb was absent.

**Site Visit of 11234 River Rd NE, Hanover, MN**

The board began the meeting with a walk through of the newly purchased property located at 11234 River Rd NE, Hanover. The purpose of the walk through was to gain an understanding of how the property is laid out. This walk through would then be used in future discussions on the property.

**Approval of Agenda**

**MOTION** by Warpula to approve the agenda, seconded by Dismang. **Motion carried unanimously.**

**Approval of Minutes from May 11, 2017 Regular Meeting**

**MOTION** by Warpula to approve minutes as amended, seconded by Dismang. **Motion carried unanimously.**

**Approval of Accounts Payable and Financial Reports**

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

**Citizen's Forum**

Mr. Dan Cummings was present to address the board on his desire to connect his property located at 263 River Rd NE to sanitary sewer. Mr. Cummings stated he received estimates to connect the property to sewer services for approximately \$100,000. He requests assistance on the costs. The board was uncertain of whether they have identified a project of this nature as an eligible project for local assistance. Mr. Cummings further stated that he feels the project has been over engineered by the City Engineer, and without such plans, the project would be a more cost effective project that he would be comfortable with. The board encouraged staff to talk with the City engineer to determine if an adjustment to the plans can be made to make the project more economical.

**Unfinished Business**

**Downtown Redevelopment & Parking**

Bartels recapped the events from fall of 2016 to date. He summarized that 11234 River Rd NE came available for sale. The EDA having authority to purchase land for sale, acquired the property to gain some control in the redevelopment of downtown. The EDA has been discussing downtown district parking, of which this property is a candidate for. However, the EDA is also considering a lease to a business.

Consensus after the walk through was the site was not an ideal candidate for a professional business. However, a short term residential lease property would be suitable. Hagen did advocate that the EDA hire a management company for the residential leasing duties. Hagen also noted he would look into the EDA's authority to bond money for parking lot improvements.

## **Industrial Park Growth**

No discussion held.

## **New Business**

### **Rent Reimbursement Program Application – AT3 Tactical**

Hagen stated this business is leasing space in the north building on 263 River Rd. NE. They have submitted a rent reimbursement application, along with proof of payment for three month's rent paid.

**MOTION** by Warpula to approve request, seconded by Ulstad. **Motion carried unanimously.**

### **Business Recycling Services**

Bartels and Hagen stated they recently looked into business recycling. Hagen learned the City's recycling revenue comes from an agreement that is only allowed for residential recycling. Bartels stated that Pearson Bros. started recycling services and encourages other businesses to do the same. The EDA suggested staff send a message to businesses encouraging them to recycle.

### **2018 Preliminary Budget – Draft 1**

Hagen presented the 2018 preliminary budget and levy. There were no changes to the recommended levy total. There were slight adjustments to the revenues. Hagen recommends levying \$49,000.

**MOTION** by Johnson to approve the 2018 budget and preliminary levy of \$49,000, seconded by Warpula. **Motion carried unanimously.**

## **Reports**

None

## **Adjournment**

**MOTION** by Johnson to adjourn at 9:45 a.m., seconded by Warpula. **Motion carried unanimously.**

ATTEST:

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Brian Hagen, City Administrator