

**CITY OF HANOVER  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
OCTOBER 11, 2018 – OFFICIAL MINUTES**

**Call to Order**

Chair Bartels called the regular EDA meeting of October 11, 2018 to order at 8:05 a.m. Present were Members Todd Bartels, Jessica Johnson, Brian Dismang, Ted Zrust, Ken Warpula, and MaryAnn Hallstein. Also present was City Administrator Brian Hagen. Absent was Tony Ross.

**Approval of Agenda**

**MOTION** by Warpula to approve the agenda as presented, seconded by Johnson. **Motion carried unanimously.**

**Approval of Minutes from August 9, 2018 Regular Meeting**

**MOTION** by Warpula to approve minutes as presented, seconded by Johnson. **Motion carried unanimously.**

**Approval of Accounts Payable and Financial Reports**

Johnson noted that all loans were current. Expenses included costs from WSB on the parking lot, SEH Inc., and the WCEDP Golf Event.

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

**Citizen's Forum**

**Unfinished Business**

**New Business**

**Matching Grant Program Request – Roy C.**

Discussion ensued on whether the request should be approved given the work was completed prior to application submittal/approval. The board determined that because Hanover does not have much new business opportunities that existing businesses should receive focus. This request did improve a gravel parking lot o an asphalt lot. The board did recognize the proper steps were not followed and supported a reduction in the requested amount.

**MOTION** by Bartels to approved a \$7,500 loan and \$3,750 grant amount, seconded by Zrust. **Motion carried unanimously.**

**Regular Meeting Date Change/Review of By-Laws**

Hagen noted that the board has the authority to approve a different regular meeting date. The reason for the change is due to two reasons. First, the time between the EDA meeting and the following City Council Business meeting tends to be three weeks. This can be a length of time where businesses requesting business assistance have to wait and can grow anxious waiting results of their request. Second, member Tony Ross has a standing conflict with the current date.

**MOTION** by Bartels to adjust the regular meeting date to the third Thursday of each month, seconded by Dismang. **Motion carried unanimously.**

Members further clarified that the change could ensue beginning in November of this year or at the January 2019 meeting.

### **Review of EDA Consultant Services**

Hagen noted that Heidi Peper took a position with a new company. Hagen spoke to Peper and she indicated that the Hanover EDA could consider terminating the contract with SEH Inc. as her services have not been needed to great lengths in the last several years.

Hagen noted that he is comfortable with the local incentive programs and the process. He further noted he is interested in additional training related to economic development in order to assume a larger role for the Hanover EDA. Should it be needed, the EDA could hire a consultant on future projects on a case by case basis or reconsider a standing consultant. Other resources available to the EDA are current City consultants who have experience on similar projects in other entities they work with.

The board supported Hagen receiving additional training and utilizing existing resources for the time being.

The board further suggested an appreciation gift to Peper for all of her years of efforts on behalf of the Hanover EDA.

### **Reports**

Hagen stated the downtown parking lot was waiting for proper weather to finish the stripping. The City would also be assuming ownership of the parcel.

### **Adjournment**

**MOTION** by Warpula to adjourn at 9:05 a.m., seconded by Dismang. **Motion carried unanimously.**

ATTEST:

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Brian Hagen, City Administrator