

Harmony EDA Minutes

March 3, 2016
7:30 AM

Council Room
Community Center

Present: Chris Skaalen, Steve Donney, Deb Swenson, Andy Batstone, and Kerry Kingsley

Also Present: Jim & Janell Randa, Jerome Illg, and Chris Giesen

The regular meeting was called to order at 7:31 AM by Chris Skaalen.

Minutes

Motion by Kingsley second by Donney, to approve the minutes of the February 4, 2016 and February 23, 2016 meetings as presented. Motion carried unanimously.

Revolving Loan Modification Request

Dr. Janell Randa and her husband Jim were present to ask for a loan modification. Their project was complete but had a cost overrun of \$4,878.33. They asked the board to borrow an additional \$4,390.47 to cover the overrun. The remaining 10% of the overrun they would pay from their own funds. The loan committee had reviewed the request and recommended that the board approve the modification. Motion by Kingsley, second by Swenson to approve the modification as requested. Motion carried unanimously.

Financial Reports & Claims

Illg gave an update on the revolving loan fund and past due loans were discussed. Motion by Batstone, second by Donney to approve the financial report as presented. Motion carried unanimously.

Industrial Park Land Sale

Illg presented a request from Trevor Case to purchase a half lot in the industrial park. The board reviewed the offer which was to purchase the northern half of Lot 1 Block 2 Harmony Industrial Park at a price of \$6,000 plus special assessments. It was noted this offer was for the full asking price of the amount to be purchased. Giesen mentioned that if the board was agreeable they could set a public hearing to consider the sale at its April meeting. Consensus was to call for a public hearing at the April 2016 EDA meeting.

Chamber of Commerce

Giesen gave a brief update on chamber activities on behalf of Director Becky Hoff who was absent. The was reported that the visitor's center would be transitioning to spring hours soon, grant reporting was completed, and that the guidebooks were being delivered.

City Website Discussion

Giesen mentioned that at the last meeting the board discussed ideas to freshen up the city's website and wanted to discuss it again at this meeting. The board discussed various ideas at length. Consensus was that the homepage should be attractive and contain the basic city information with a prominent link to the Chamber's website and other useful information. A city logo or brand was also discussed at length. Consensus was to hold a contest to solicit a design for a new city logo. The logo could be used on the website,

city vehicles, letterhead, among other items. Staff would create some parameters of a contest and bring those ideas forward at the April meeting.

Trail Extension Project Update

Illg and Giesen reported that the trail committee had all the option contracts signed for the purchase of land needed for the trail extension project. Motion by Donney, second by Batstone to reaffirm payment to the landowners per the option contracts authorized in December 2014. Motion carried unanimously.

The board next discussed setting up meetings with state legislators to request hearings on the bill funding the trail extension. Giesen would coordinate and let the board know what could be scheduled in the next week or two.

Swenson left the meeting at 8:33 AM.

Dentist Attraction Project

The board reviewed a letter to prospective dentists written by Giesen. Giesen explained that the letter could be sent to dentists in the area in an effort to open the door to future discussions about locating an office in Harmony. Consensus of the board was that the letter was good and should be sent out with the location map the board previously reviewed. The EDA President would sign.

Prospects/Community Update

Giesen gave an update on various projects. He said that he and Illg had submitted proposed changes to the city's business subsidy policy and revolving loan fund guidelines to the loan committee for comment and review. The loan committee mentioned that they wouldn't likely be able to meet to discuss until mid to late April.

Giesen also mentioned that the joint meeting with the school board and city council was scheduled for March 14, 2016 at 7:00 PM at the community center.

Hearing no objections, Skaalen adjourned the meeting at 9:11 AM. The next regular meeting is scheduled for April 7, 2016 at 7:30 AM, at the Community Center.