

Appleton Economic Development Authority
January 8, 2024, Regular Meeting
6:00 pm

Members present: Joan Fust, Eddie Masee, Deb Henneberg

Members Absent: Mayor Koepp, Jon Heinecke

Others Present: City Administrator Olinger, Mitch Fett, Darcy Kleven, Mary Voorhees
Barb Kranz, Cathy Olson, Katie Mahoney (Home to Home Board)

Consideration of Agenda: Olinger added Borstad to Demolition Discussion, Yankee and Sara Wersinger, John Heinecke and move Rental of Tranquility Building to the top of the business.
Motion by Massie seconded by Henneberg, to approve the agenda as amended, carried.

Treasurer's Report: The commission members reviewed the financial statements. **Motion by Masee, seconded by Henneberg to approve as presented, carried.**

Rental of Tranquility Building: Olinger stated that Mr. Fett and Mr. Jim Masee were investigating the possibility of moving the Home to Home business to the EDA's Tranquility Building. Fett stated the current building is too small. The EDA asked Home to Home about their current situation. Home to Home stated they like what they have but it is too small. They are rent free but must pay for improvements to the building and for utilities. Utilities, including garbage, runs \$200-\$250 per month. They also have no hot water. They are interested but wish to know more about the building and would like to walk through the building. The EDA reviewed the size and configuration of the Tranquility Building with a rear entrance and access off the alley. There is a small space up front for display but a large room in the middle with a rear room with a bathroom and a 900 sq. ft. basement. The building has heat and air conditioning, but they were not sure of the status of the appliances. The utilities are around \$2,000 a year. Home to Home stated they donated \$15,000-\$20,000 this last year. They would like to expand their list of volunteers to local groups like: the Micronesian population, Honor Society, Church Groups, Etc. Or use the retail business to teach youth about retailing. The EDA stated that if they would like to be in the building, the EDA would like to get them into it. A walk through was set for Thursday, January 25 at 3:30pm. Commissioner Henneberg will host the tour.

Demolitions: Olinger stated the RFP is prepared. However, as stated before, if the EDA does not know what to do with the lots, they would have money invested in an empty lot. The only priority now was hazardous buildings like those on Snelling. Olinger stated he had contacted Mr. Phaff about his interest in buying one of the buildings but he had not responded yet. Olinger asked if creating a Food Truck Park was of interest. The EDA responded favorably and Olinger stated he would get a quote for designing a park, either on the A-Frame lot or on the corner of Miles and Snelling on the old R & S Store lot. **Olinger was directed to obtain quotes to design a Food Truck Park.** Another option, posed by Mike Borstad, was to turn over the residential properties to Mr. Borstad, he would collect the \$2,500 from both the city and the County, tear the buildings down then return the properties to the city. He wants the buildings completely empty

and presumed to be asbestos free. The EDA considered and wanted more information about the arrangement. **Olinger was directed to get more information.**

Housing Report and Housing: Olinger stated the housing report will be out January 13. He stated there are several inquiries for housing that he added to the agenda. There was also the townhome development the city is working on. **Olinger was directed to get a quote to plat and develop the Haven St. Townhome development.** Fust mentioned the house at 123 Thielke will be torn down or given away for free. She wondered if the city could acquire and move it to a city lot. **Olinger was directed to get a quote to move the house and create a slab to set it on a nearby lot.** Masee stated Thien moving is a local house mover.

USDA Revolving Loan Fund: Olinger explained there is money to locate a new business to Appleton. This money is just sitting in a fund and not being used. Masee stated we need to know how to use the money and then advertise that it is available. **Olinger will discuss with UMRDC how to use the money, then develop an advertisement for EDA consideration.**

Small Cities Development Program Funds: Olinger stated this is another pot of money that is sitting and not being invested in our community. He stated the city is applying for an additional SCDP program loan for 2025 but there are three previous SCDP funds that have money but without a program to use them. The commission directed Olinger to work with UMRDC to develop a program that couples with the 2025 SCDP for those who might not qualify so all those who signed up for home improvements might be able to access money.

Gene Wenstrom: Olinger stated that Mr. Wenstrom called and due to the weather, he could not attend. Fust stated she would rather wait to invite Mr. Wenstrom to a meeting when the EDA Commission is full.

Industrial Park Farm Lease: Olinger stated he was unable to contact Mr. Tosel because he couldn't find a number. Masee stated he would get the contact information to Olinger.

Yankee-Olinger stated he has a meeting with Mr. Yankee to discuss the sale of a city lot. Mr. Yankee wishes to build in the city.

Sara Wersinger-Olinger stated Ms. Wersinger had contacted him about residential or commercial properties for sale in the city. Fust mentioned she had taken pictures of all the city lots and created a list. Masee stated the city should have a list of all available properties. **Olinger was directed to find what is available and put the list together.**

Olinger informed the commission that John Heinecke resigned from the commission and that Mayor Koepp was plowing snow for MnDOT. Fust and Masee expressed their concerns that members need to be available and able to prioritize this commission since things seem to be turning in the right direction. **Henneberg recommended a commissioner and stated that each commissioner should come up with a couple of names for consideration at the next meeting.**

Motion to adjourn by Masee, seconded by Henneberg, adjourned at 7:30pm

Appleton Economic Development Authority
February 12, 2024, Regular Meeting
6:00 pm

Members present: Joan Fust, Eddie Masee, Deb Henneberg, Mayor Koepp

Members Absent:

Others Present: City Administrator Olinger,

Consideration of Agenda: Olinger added OHV Park Event, Scenic Byway, Henneberg added membership. **Motion by Masee seconded by Koepp, to approve the agenda as amended, carried.**

Consideration of Minutes: **Motion by Koepp to approve as amended, correct Masee name and replace lot with house, seconded by Henneberg, motion carried.**

Treasurer's Report: The commission members reviewed the financial statements. **Motion by Masee, seconded by Koepp to approve as presented, carried.**

Rental of Tranquility Building: Fust stated Home to Home toured the building. Henneberg stated they were interested but need to know the terms. Masee stated they found the building acceptable, and the back door drop off worked for them. Fust outlined the EDA could lease the building to them, gift the building or ask them for a third option. Henneberg stated she would favor gifting. Masee stated he would consider leasing the building for \$6,000 per year allowing them to pay utilities but the EDA pay for repairs, then if they found the building favorable gift it to them after the year. Further discussion of options. Fust stated she was also not opposed to gifting Home to Home the building. Masee stated the EDA might consider approaching the Ministerial about obtaining the building Home to Home is currently in. **Motion by Koepp to authorize Masee to work out a gifting arrangement, possibly involving a minimal amount of money, to Home to Home, second by Henneberg. Motion carried.**

Housing Report and Housing: Olinger stated the housing report was completed. He stated it does not recommend housing for Appleton. However, Olinger explained projecting growth when there hasn't been any growth for years is unlikely. Olinger stated he believed there is demand and that Appleton could create demand. Fust stated there is a presentation of the Swift County Housing Study Tuesday, online, or at the County Building in Benson. Olinger stated there is also an online group meeting at the Appleton Library. **Masee requested a development brochure that outlines the financial incentives for building in Appleton.** Olinger stated he will work on this. Olinger then outlined the contact with Mr Yankee who is interested in building on 250 Sorenson. Mr. Yankee requested to purchase the lot and asked the purchase price. The EDA deliberated. **Masee moved to sell 250 Sorenson with a guarantee the lot be built on within one year for \$1,000, seconded by Henneberg, motion carried.** Fust mentioned the house at 123 Thielke will be torn down or given away for free. Olinger stated the home will be torn down and a new hunting lodge built estimated at \$350,000. Olinger stated there is a quote in the packet for moving the house to one of our city lots for \$40,000. He added there is also a quote to build a basement to set the house on for \$39,728. He stated there are some additional costs to hook up the HVAC, plumbing and electrical. The total cost for the

house is under \$100,000. Masee, upon question stated there is a garage on the site but it needs some work. The EDA talked about the cost of moving the house as seeming high. The EDA was favorable to move the house. Olinger stated he would contact a local realtor, Janell Welling was recommended, to get a final market value on the house after moving. Henneberg asked if Masee would talk with the Thien, the house movers to reduce the cost. With his favorable response, **Henneberg moved to authorize Masee to negotiate with Thien Moving Co. to move the house, Koepp seconded the motion, motion carried.** Olinger stated he was also in contact with Mr. and Mrs. Wersinger about available property. As per EDA request, he stated he put together a list of available properties and sent it along to the Wersingers but he has had no further response. The final item under housing was Appleton Cottages. The final report is complete. Olinger stated he would obtain a quote for platting the property on Haven Street for a four-to-five-unit townhome development. He stated there is someone waiting for this development. He summarized the item by saying at the end of the year we may see two new homes and one relocated home.

USDA Revolving Loan Fund: Olinger discussed with UMRDC about marketing the program. He presented a proposal from UMRDC for a business mailing to all Appleton Businesses, advertisements in the local paper, possibly a billboard and some flyers. Total two-month marketing for local companies of around \$1,500. **Masee moved to approve the marketing plan with UMRDC, seconded by Koepp motion carried.**

Small Cities Development Program Funds: Olinger stated this is another pot of money that is sitting and not being invested in our community. He stated the city is applying for an additional SCDP program loan for 2025 but there are three previous SCDP funds that have money but without a program to use them. The commission asked if UMRDC could develop a program sooner than the 2025 SCDP. Olinger was directed to check.

Industrial Park Farm Lease: Olinger stated the farmland auctioned off at \$190. **Masee moved to direct Olinger to ask Tosel to pay \$190/acre for 2024 and if not to notify him of cancelling our lease for 2025, Henneberg seconded, motion carried.**

Demolition Discussion-Olinger stated the project is ready to go however, as stated earlier, tearing down buildings to leave an empty lot is not productive unless we have a use for the lot. The Commission discussed tearing down, using Mike Borstadt, the Haven property in preparation for the Cottages. **Masee moved to direct Olinger to work out having the house demolished for a not to exceed \$10,000, Henneberg seconded, Motion carried.**

Membership-Olinger informed the commission that John Heinecke resigned from the commission. Henneberg recommended Janell Welling for the position. Fust mentioned having someone in the trades like Ryan Grahams or Ryan Anderson maybe even sitting in as at-large. **Henneberg recommended asking Janell Welling, seconded by Fust motion carried. Henneberg moved to expand the board by two at-large members, Masee seconded, motion carried.**

OHV Park Event-Olinger informed the EDA of the Border Battle Frost Buster XC enduro race set for May 4 and 5 at the OHV Park.

Motion to adjourn by Masee, seconded by Henneberg, adjourned at 7:30pm

Appleton Economic Development Authority
February 27, 2024, Regular Meeting
6:00 pm

Members present: Joan Fust, Eddie Masee, Deb Henneberg,

Members Absent: Koeppe

Others Present: City Administrator Olinger, Council Member Enke, Mitch Fett

Move House at 123 Thielke:

Olinger explained he had received quotes to move the house from 123 Thielke to a city lot at 135 N Haven Street. T & M Relocation Inc. for \$40,000 to move the house and set it on a foundation. Fernholz concrete LLC quoted \$39,728 to construct footings, walls, and floor of 1.056 sq. ft. for the house. Goff electric quoted \$7,488.87 to hook up electric, Tubbs of Soft Water will connect the water and sewer for \$6,651, and Craig's Inc gave a verbal quote of around \$20,000 for HVAC and air conditioning. Olinger stated he added \$2,500 for legal and real estate fees for a total estimated cost to move the house of \$116,651. Additional costs that the city can address are tree trimming, garage repair and landscaping following the construction.

The EDA discussed the need for housing in Appleton, noting there are no homes for sale. Masee asked if the foundation quote included foundation repairs after setting the house, pea gravel for backfilling. Olinger stated he would check prior to signing any agreements with the contractors. Fust noted that without housing the city cannot attract businesses. Henneberg noted the need for retirement housing. She stated those with larger homes who would move to smaller housing have no options.

Masee noted that the cost, conservatively, could be \$125,000. He noted that the house may only sell for \$90,000-\$100,000. Henneberg agreed and reviewed homes she knew and the assessed value. They noted though, that there is not any housing for sale. The commission agreed that the city needs to increase housing options using any method available.

Fust asked for input from Enke and Fett. Both agreed Appleton needs housing, and they provided agreement to move ahead.

Masee moved to approve the quotes with contractors to move the home conditioned on Olinger verifying the quotes of each, Henneberg seconded, motion carried unanimously.

Motion to adjourn by Masee, seconded by Henneberg, adjourned at 6:30pm

Appleton Economic Development Authority
March 11, 2024, Regular Meeting
6:00 pm

Members present: Joan Fust, Eddie Masee, Deb Henneberg, Mayor Koepp

Members Absent:

Others Present: City Administrator Olinger, Liaison Enke, Janell Welling

Consideration of Agenda: **Motion by Masee seconded by Henneberg, to approve the agenda as presented, carried.**

Consideration of Minutes: **Motion by Koepp to approve as amended, seconded by Henneberg, motion carried.**

Treasurer's Report: The commission members reviewed the financial statements. **Motion by Koepp, seconded by Henneberg to approve as presented, carried.**

Rental of Tranquility Building: Masee explained he met with Kathy Olson who stated Home to Home would like to rent the building. He stated they offered to transfer their existing building to the city for \$15,000, rent the EDA building for five years at \$250 per month with monthly rent being written off until the \$15,000 is zeroed out. They requested the temporary walls be removed before they occupy the building. They will remove the carpet. Home to Home will be responsible for utilities and minor maintenance and insurance for personal items. The city will provide major maintenance and insure the building. There was discussion about volunteering to remove the temporary walls. **Masee moved to direct Olinger to engage the city attorney to draft a purchase agreement for the Home to Home building for \$15,000 and a lease agreement for the Tranquility Building of \$250/month seconded by Henneberg, motion carried.** Olinger was directed to order a 4 yd dumpster for the temporary wall material.

Demolition Discussion-Olinger provided a list of homes and buildings that need to be demolished. Masee explained Mr. Borstad has offered to assist with the demolition of several homes. He offered to take down approximately six homes using the county demolition funds at \$15,000, EDA money of \$15,000 and raise \$30,000 from private donations for a \$60,000 project. Borstad was not present so there was no decision. Welling stated we might consider contacting Chippewa County and ask for assistance to demolish buildings through the Work release program. She provided Olinger with a contact.

Housing Move Debrief and Housing: The Commission noted the length of time it took to decide and how it affected the outcome. Secondly, the costs were too close to the EDA available resources. Fust opened the discussion for 32 N Haven. Olinger stated he had been in contact with the Southwest Initiative Foundation, a nonprofit development corporation that could assist the city to develop the cottages idea. Scott Marquette, the director, will provide a proposal. Olinger then introduced the three quotes to remove asbestos at 32 N Haven, the cottages location. MAAC provided the low quote of \$5,000. **Masee moved to accept the low quote from MAAC, Henneberg seconded, Motion carried.** Olinger explained the city acquired 138

W Werring for campground expansion. The house is in fairly good shape and the park commission would like to improve the house and offer it for short-term rental. The commission has no money and asked if the EDA would consider partnering with them to improve the home in exchange for shared rental income. Welling volunteered to look at the home and determine its viability.

Food Truck Park-The Commission discussed a food truck park. Olinger stated he obtained a quote from Bollig Engineering, an engineering firm the city already contracts with for airport projects. This firm has a funding department and they assist with finding grants. The commission talked about La Plazita and why it is closing and the potentiality of getting another brick and mortar restaurant. Olinger explained for \$3,000 Bollig will provide a predesign and preliminary ideas for a food truck park. **Massee moved to approve the quote, Koepp seconded, motion carried unanimously.**

Motion to adjourn by Massee, seconded by Koepp, adjourned at 5:45pm

Appleton Economic Development Authority
April 8, 2024, Regular Meeting
6:00 pm

Members present: Eddie Masee, Deb Henneberg, Mayor Koepp, Janell Welling

Members Absent: Joan Fust

Others Present: City Administrator Olinger, Barb Kranz, Kathy Bonk, Ann

Consideration of Agenda: **Motion by Koepp seconded by Welling, to approve the agenda as presented, carried.**

Consideration of Minutes: **Motion by Koepp to approve as presented, seconded by Henneberg, motion carried.**

Treasurer's Report: The commission members reviewed the financial statements. **Motion by Koepp, seconded by Henneberg to approve as presented, carried.**

Food Truck Park-Angela Holm, Bollig Engineering, had an issue with their printer and was not able to provide the materials they needed for the presentation. They asked to have their item continued to May.

Rental of Tranquility Building: Masee reviewed the lease agreement and Contract for Deed with Home to Home representatives. Barb Kranz asked if Home to Home needed to carry liability insurance on their old building if the city leased it out to someone. Welling stated they did not since a contract for deed is a purchase agreement and the city would be holding liability insurance. She stated Home to Home only needed renters' insurance on the leased EDA building. With that Home to Home agreed to the terms of both the Contract for Deed and the Lease. **Motion by Masee to approve the contract for deed and the lease agreement, seconded by Welling, motion carried unanimously.**

Housing: Olinger presented the information from the Southwest Minnesota Housing Partnership to assist at any level of housing development. He stated they will work at \$90/hour which is lower than any planning or engineering firm we could hire. **Motion by Masee to obtain a quote to plat the Appleton Cottages, seconded by Koepp, motion carried unanimously.**

Welling stated she was contacted by a property owner asking if the city would be interested in buying his two properties on Munsterman abutting the city's Werring lot and the Campground. Welling stated she would get more information and bring it to the next meeting.

Henneberg asked if the city was interested in 231 E Snelling that is up for the Sheriffs sale. Welling reviewed the issues with foreclosure and the commission decided against bidding on the property.

Welling then reviewed the option of renovating the Werring house. She stated the house was in good shape and needed new windows, siding, and sheetrock throughout but otherwise the house was in good condition. Welling stated she felt the renovations would cost around \$100,000. The

commission stated this was too much for a potential rental. If the house were for sale, this might be considered but the rental income and headaches associated with rentals was not a good return on investment.

Welling then provided an update on Big Bend church. The church council decided to move the house. Welling asked if the city was still interested. The commission stated they were not.

Welcoming Communities-Olinger stated he and Council Member Enke and Planning Commission Chair Fett would attend the event. He will report back at the next meeting.

Motion to adjourn by Koepp, seconded by Welling, adjourned at 7:00pm

Appleton Economic Development Authority
May 13, 2024, Regular Meeting Minutes
6:00 pm

Members present: Eddie Masee, Deb Henneberg, Joan Fust, Janell Welling

Members Absent: Mayor Koeppe

Others Present: City Administrator Olinger, Mitch Fett, Dalen Roe (UMVRDC), Dan Enke, Brady Panitzke (Bollig Inc)

Consideration of Agenda: **Motion by Welling seconded by Masee, to approve the agenda as presented, carried.**

Consideration of Minutes: **Motion by Masee to approve as presented, seconded by Welling, motion carried.**

Treasurer's Report: The commission members reviewed the financial statements. **Motion by Masee, seconded by Welling to approve as presented, carried.**

Bad Apple Revolving Loan Fund Application-Dalen Roe explained that Bad Apples Dino Mart applied for to the Appleton Revolving Loan Fund for \$36,000 to support their effort to purchase the Sinclair Station in Appleton. Roe stated that the project will retain 6 full-time positions and create 1 new full-time position. The EDA will be second with Farmers & Merchants bank being the first supporting the EDA's loan with a \$40,000 loan from the bank. Roe stated the loan meets the Appleton RLF plan with a 3% loan for two years. The applicant is putting \$50,000 of their own money down on the purchase. The money will be used to buy the inventory. Roe stated the debt service coverage is 4.8. The applicant has an excellent credit history and has managed the store for over five years. Payments combined with the bank's loan payments will be \$3,500/month with a payback of two years. The EDA discussed the merits of the application and asked clarifying questions. **Motion by Welling to approve a \$36,000 loan from the Appleton Revolving Loan Fund for Bad Apples Dino Mart, seconded by Henneberg, motion carried 3 to 0 with Masee Abstaining.**

Food Truck Park-Brady Panitzke, Bollig Engineering, provided a concept for review. He explained the lot is small and therefore they placed the food trucks in the street along the curb with a bump out at the corner. The concept includes some covered space, either a fabric or hard surface cover, green space, plantings, picnic tables, a small stage, porta potty shelters, water and electric hook ups and planters with seating around the planters. Henneberg stated it would be nice to have a fire pit, either wood or propane. Other elements mentioned were lighting, art displays, removing the building and expanding the space allowing the trucks to enter the property and reserve the street for parking, ice cream location. Questions the EDA wanted answered included demand, availability of trucks, willingness to pay rent, competition with other food providers in town, short term, or long-term stays? The commission envisioned this space as a gathering place for events with food trucks as a draw. They communicated to Panitzke the need for the space to be attractive, green, multi-use and multi-seasonal. They encourage Panitzke to design the space with the building removed. The commission encouraged inviting

food trucks to some of the other city events to gauge interest. Olinger will contact food trucks to discuss interest.

Rental of Tranquility Building-The commission directed Olinger to advertise the old Home to Home building for lease. They agreed at \$250/month with lessee paying utilities. The commission reviewed the \$360 to add a wall in the new Home to Home building. Masee stated he agreed they could install the wall; however, he did not state the EDA would cover the cost. Welling stated the EDA would cover this time but wanted it to be communicated that the tenant is responsible from now on for internal changes. **Welling moved to approve paying the \$360 invoice with the condition that future such costs to be borne by the tenant, Masee seconded, motion carried.**

Housing: Olinger stated he met with the Southwest Minnesota Housing Partnership to provide a quote to assist the EDA with a housing development. He provided examples of a pocket neighborhood in Georgia with tiny and small house designs. This would be a niche market and part of the full housing options the city needs. The size would also help to get housing near the \$200,000 target. The commission stated housing was the number one priority for the city. They stated many people are open to moving into smaller houses but there are not any opportunities at present.

2025 Budget-Olinger stated this is the time of year to present plans for 2025. He stated each commission and department will present their plans for next year at a planning commission meeting and then to the city council. The planning commission will recommend priorities and the council will decide. Olinger presented a sheet to make requests for commission and council review. Masee stated the top priority is housing. The commission then discussed the Core Civic Prison and what to do with it. Olinger recommended the city develop an effort to push the state to assist us with reopening or retrofitting the facility. Olinger was directed to invite Gene Wenstrom to the June meeting to talk strategy. The commission stated this is a second priority for next year. The third priority is the food truck park stated the commission. Olinger will complete the Budget Request Forms and present it back to the commission for review.

Motion to adjourn by Masee, seconded by Henneberg, adjourned at 7:20pm

Appleton Economic Development Authority
September 9, 2024, Regular Meeting Minutes
6:00 pm

Members present: Eddie Masee, Deb Henneberg, Janell Welling

Members Absent: Joan Fust, Mayor Koeppe

Others Present: City Administrator Olinger, Mike Borstad,

Consideration of Agenda: **Motion by Welling seconded by Henneberg, to approve the agenda as presented, carried.**

Consideration of Minutes: **Motion by Henneberg to approve as presented, seconded by Welling, motion carried.**

Treasurer's Report: The commission members reviewed the financial statements. **Motion by Henneberg, seconded by Welling to approve as presented, carried.**

133 S Haven St Demolition-Borstad explained to the commission he would like to clean up the city. He stated he particularly wanted the home next to his parents taken down. People are going in and coming out and it looks bad for the city. He pushed for a "Permit by Rule" disposal on land outside of the city. He felt this would be the cheapest option and it had been done in the past. If this does not work, his proposal is to take down five to six homes for \$1,500-\$3,000 each, mulch them up and cover them until the city can haul them away. The commission discussed using lots for neighbors. The commission then discussed that these lots are the only buildable lots in the city and are cheap. New lots, Olinger pointed out, would cost \$75,000-\$100,000 to create. Welling stated neighboring cities have programs where they sell the lots cheap and require housing construction within two years. Welling asked if the lots with houses are considered for the housing program. Olinger answered "No" because they have a house on them and are not vacant. The commission agreed the houses need to be removed. Borstad stated he could tear the homes down for \$1,500 each, collecting the County Demolition money or allowing the city to collect the money. The city could then, as it had time and money, remove, haul and dispose of the material. He stated that disposal fees are high, \$130/ton for Montevideo but Morris is cheaper. Each home, he stated would be 8-10 loads at \$450-\$550 per load. Hauling would be \$300 for each load so a house would be \$12,000-\$15,000. He stated a "Permit by Rule" could get the cost down to \$5,000-\$6,000. Welling stated that by tearing the homes down the city looks like it is making progress. Olinger stated the first step is to have an asbestos inspection and then remove items from the houses. **Motion by Masee to direct Olinger to have asbestos inspections of the five houses the city owns, second by Welling, motion carried.**

Food Truck Park-Olinger stated he thought to talk with Dale Lien about adding food trucks to the Music in the Park. We could gauge interest on the part of food trucks and attendants of the music. Maybe this would expand to more opportunities.

Housing: Olinger stated approved money to study pocket neighborhoods. He is waiting for them to set up a meeting. He stated he has a meeting with Leanna Larson to talk about the County's Local Housing Trust Fund.

Solar Array-Olinger introduced the idea of a solar array on the EDA's industrial property. They were not interested.

Motion to adjourn by Welling, seconded by Henneberg, adjourned at 7:05pm

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Appleton Economic Development Authority
October 14, 2024, Regular Meeting Minutes
6:00 pm

Members present: Eddie Masee, Deb Henneberg, Janell Welling, Joan Fust & Justin Koepp

Members Absent: None

Others Present: Clerk/Treasurer Haugen, Shawn Swenson & Ryan Anderson

Call to Order: Chairperson Fust called the meeting to order at 5:57 p.m.

Consideration of Agenda: Item Number Seven changed to 23 West Reuss Purchase and Item Number Eight changed to Adjourn. Motion by Masee seconded by Koepp, to approve the agenda with changes. Motion passed.

Consideration of Minutes: Motion by Masee to approve as presented, seconded by Koepp, motion carried.

Treasurer's Report: The commission members reviewed the financial statements and asked some questions of Clerk/Treasurer Haugen. Motion by Masee, seconded by Henneberg to approve as presented, carried.

Chairperson Fust invited Shawn Swenson & Ryan Anderson to speak. They wanted to inquire about housing and the process. They have some projects in mind and wanted to see if the EDA had any direction is was going.

Demolitions-The board went over the proposal from Mike Borstad for demolishing 4 properties and the quote from MAAC for asbestos removal at the properties. Topics of discussion included: what if nothing was done, safety concerns with both standing and demolished structures, starting with 2 instead of all 4 properties and how to secure the properties once taken to the ground. The largest discussion item was the cost of the project. There would be some grant money from the county for the demos but it would not cover the total project. Questions about partnering with other groups to raise funds for the projects were also raised. A motion to authorize MAAC to proceed with asbestos abatement and Mr. Borstad with demolition and direct staff to apply for reimbursement from the County demolition project was made by Masee and seconded by Henneberg. Motion passed.

Housing: A motion to authorize the city administrator to sign a contract for services with Southwest Minnesota Housing Partnership was made by Masee and seconded by Henneberg. Motion passed.

Purchase 23 West Reuss Avenue-Administrator Olinger received a call from Dan Tosel about purchased the empty lot at 23 West Reuss Avenue to build a house on for his employees. A lengthy discussion what the property purchase price would be set at was held. The board was supplied with the property tax statement for the current year. A motion to set the purchase price at the estimated market valuable in payable year of purchase with the stipulations that within 12

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months of purchase a building plan and permit would be submitted, within 24 months a house would be constructed and if the these are not followed, the city would retain the money received for the lot purchase and reclaim the property was made by Masee and seconded by Koepf. Motion passed unanimously.

Motion to adjourn by Masee, seconded by Koepf, adjourned at 6:58 pm

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Appleton Economic Development Authority
November 12, 2024, Regular Meeting Minutes
6:00 pm

Members present: Eddie Masee, Deb Henneberg, Janell Welling, & Justin Koepp

Members Absent: Joan Fust

Others Present: City Administrator Olinger

Call to Order: Vice Chairperson Masee called the meeting to order at 6:07 p.m.

Consideration of Agenda: Motion by Welling seconded by Koepp, to approve the agenda as presented. Motion passed.

Consideration of Minutes: Motion by Koepp to approve as presented, seconded by Henneberg, motion carried.

Treasurer's Report: The board members reviewed the financial statements Motion by Henneberg, seconded by Koepp to approve as presented, carried.

Purchase 23 West Reuss Avenue-The board reviewed the contract. Motion by Welling, seconded by Koepp to approve as written. Motion carried.

Demolition of 32 Haven-Olinger reviewed the costs with the board. He stated the cost was unexpected at 20,447.06 for the dump fees and hauling at \$4,410. The board discussed why the county does not have its own haul site. The board also discussed the "Permit by Rule" program previously used to dispose of demolition debris. The board members directed Olinger to invite county commissioner Hendrickx to the December meeting to discuss this. Olinger stated he would request reimbursement from the County Demolition program. Motion by Koepp to pay the demolition fee, seconded by Welling, motion carried. Welling asked to have the haul tickets forwarded to her.

Demolitions-The board went over the proposal from Mike Borstad for demolishing 4 properties and the quote from MAAC for asbestos removal at the properties. They discussed the financial hardship on the city if each property cost similar to the Haven property. Welling stated he would benefit us though to abatement asbestos now. In the future, she stated, it will only increase in cost, and we can take act quickly if an opportunity for demolition presents itself. Motion by Welling to approve the MAAC quote to abate asbestos, seconded by Henneberg. Motion passed.

Housing: The board discussed supporting home improvements through an inspector who reviews home improvements and provides a list of top things to repair, things to consider and minor things that would improve the value and livability of a home. The board asked if Kristi Fernholz from RDC could attend and discuss how we might use the available Small Cities Development money.

Motion to adjourn by Koepp, seconded by Henneberg, adjourned at 6:54 pm