

Pursuant to due call and notice thereof a meeting of the Economic Development Authority (EDA) in and for the City of Albany, Stearns County, Minnesota, was called to order by Chairman Mayor Dennis J. Sand at 6:30 o'clock in the evening on Thursday, June 28, 2012, in the Council Room at 400 Railroad Avenue for the said City.

Other EDA members present for the meeting were: John Harlander, Joseph Gilk, and Paul Wellenstein. Board member Tom Kasner arrived at 6:35 PM. None were absent.

Traci Ryan, David Drown Associates, the City Economic Development Consultant, Tom Schneider, Clerk/Adm., and the following business owners/representatives were present for the meeting: Joel Schneider, Terry Oehrlein, Dave Marek and Steve Posch.

Chairman Mayor Dennis J. Sand called for any additions or corrections to the minutes of the meeting of June 7th, 2012. Mr. Schneider informed the Board that per the Board direction, Lake Country Vet will install six (6) false glass panel openings at a cost of \$2,580 to look like a window rather than recessed stucco in these areas that had been discussed at the June 7th meeting. Mr. Schneider noted that if acceptable, the EDA contribution would increase from \$14,618.94 to \$15,908.94. After due discussion, a motion was made by Joseph Gilk and seconded by John Harlander to approve the June 7th minutes with the addition of providing an additional \$1,290 to Lake Country Vet. All voted for the motion and it carried.

Mr. Posch, appeared before the Board on behalf of the Albany American Legion, 371 Railroad Avenue to present an application consisting of the following improvements: replace front door with transom window, replace glass block windows with aluminum framed glass windows, install vinyl siding and trim around upper windows, replace soffit and insulate, tuck point front bricks, add one additional projecting sign above existing projecting sign. Mr. Posch noted that the proposed improvements are \$14,645. Ms. Ryan informed the Board that the bids submitted do not match the application request and that there needs to be some clarity as to what is being proposed compared to the bids received. Mr. Gilk questioned why a second projecting sign is needed above an existing projecting sign. Mr. Harlander questioned if the glass block windows were to be replaced. Mr. Posch informed the Board that he was asked to attend the meeting because the individual with more knowledge about the improvements could not attend the meeting and apologized for not providing the appropriate answers to the Boards questions. Chairman Mayor Dennis J. Sand informed Mr. Posch to meet with other Legion members to clarify their application and re-submit the application at the next EDA meeting.

Ms. Ryan presented to the Board an application received by Joel Schneider, owner of Joel Schneider Service, 701 Railroad Avenue, for the following improvements: replace the front entry door and windows of the same size on the residential brick house attached to his business, window (3) replacement and installation of steel to match exiting shop steel for that building area between his house and shop. Ms. Ryan noted that the total project improvement cost is \$18,600. Ms. Ryan questioned if the steel siding could be removed from the storefront on the shop and replaced with stucco if additional EDA funds were available. Mr. Schneider informed the Board that it's of his opinion that it will cost more than \$75,000 to remove the steel on his storefront and replace with new stucco which is not feasible unless the EDA would fund the entire costs for those improvements. Ms. Ryan informed the Board that the application should be funded, but the costs for adding steel for that building area between the house and shop should not be funded. Mr. Schneider informed the Board that the bid submitted with the application did not separate out the cost for the steel for the building area between the house and shop, but an amendment to the bid could easily be done. After due discussion, a motion was made by Tom Kasner and seconded by Paul Wellenstein to approve the aforesaid application for the EDA contribution to be up to a maximum of \$9,300 recognizing this amount to be less upon the removal of the labor and material cost for steel for the building area between the house and shop and that steel siding will be permitted at the property owners expense for that building area between the house and shop. All voted for the motion and it carried.

Ms. Ryan presented to the Board an application received by Kris Schiffler, Schiffler Insurance and Motor Vehicle Registration, 311 Railroad Avenue. Ms. Ryan reported the following improvements:

replace front window with larger window with transom, stucco above the existing brick on the storefront, and stucco west side of building. Ms. Ryan noted the improvement costs are \$3,880. After due discussion, a motion was made by Joseph Gilk and seconded by John Harlander to approve the application for the EDA contribution to be \$1,940. All voted for the motion and it carried.

Ms. Ryan informed the Board that the Department of Employment and Economic Development (DEED) has a Capital Projects Grant Program available to the cities and recommended that the City of Albany submit an application for the proposed reconstruction of 8th Street between Shamrock Lane and Railroad Avenue. Ms. Ryan noted that she spoke to Stan Hanson, the City Engineer, regarding the grant application and recommended that an application be submitted, but the City would have to work diligently being the application deadline is July 9th. Mr. Schneider informed the Board that the proposed cost of the improvements to 8th Street is nearly \$1.2 million and that the City is requesting that MnDOT participate in funding a percentage of the improvements being 8th Street is designated as State HWY #238. After due discussion, a motion was made by John Harlander and seconded by Paul Wellenstein to recommend to the Council to proceed to submit an application to DEED for the Capital Projects Grant Program for the reconstruction of 8th Street between Shamrock Lane and Railroad Avenue improvements.

Mr. Schneider informed the Board that the City's Cleanup Grant Application submitted to DEED was approved in the amount of \$135,300 for property owned by the City at 740 Railroad Avenue formerly known as the Albany Antique Center. Mr. Schneider noted that the grant is a 75-25% cost split and that the total costs eligible was \$180,400. Mr. Schneider noted that the City Engineer is preparing a construction schedule to have the building razed, contaminants removed and asbestos abated.

Mr. Schneider presented to the Board a request by Joyce Winter, BJ Enterprises, 331 Railroad Avenue, to increase the EDA's contribution for her building improvements to cover additional expenses incurred for the removal and reinstallation of a gas pipeline on the east side of her building due to the new stucco being installed. Mr. Schneider noted that the additional cost is \$1,763. After due discussion, a motion was made by John Harlander and seconded by Tom Kasner to provide an EDA contribution up to \$15,000 maximum for the building improvements. Voting for the motion were John Harlander, Joseph Gilk, Paul Wellenstein, and Tom Kasner and none voted against. Chairman Mayor Dennis J. Sand abstained and the motion carried.

Mr. Oehrlein, owner of the property at 360 Railroad Avenue, appeared before the Board to present his application and noted that Amps, Inc., is the current tenant in the building. Mr. Oehrlein informed the Board of the following proposed improvements: install brick on storefront, reduce display window size, new front door at an estimated cost of \$30,267.08. Ms. Ryan informed the Board that the property is located between two newer buildings and in the past few months the idea has been discussed for this property to be redeveloped. Ms. Ryan questioned whether it may be a better use of EDA funds to provide assistance in some other manner rather than storefront improvements. Ms. Ryan also noted that this property is located within TIF District No. 3 which would have funds available for storefront improvements in the future and recommended no action be taken on the application. Mr. Oehrlein noted that he has no objection in delaying the storefront improvements and will discuss business options with the current tenant. Chairman Mayor Dennis J. Sand, with the consensus of the Board, informed Mr. Oehrlein that the EDA will defer his application for the time being and retain his application on file.

Chairman Mayor Dennis J. Sand announced the next EDA meeting to be held at 6:30 o'clock in the evening on Thursday, July 12th and adjourned the meeting at 7:40 PM.

Tom Schneider
Clerk/Adm.