

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES**

MONDAY, SEPTEMBER 12, 2022

1. CALL TO ORDER

President Alan Heidemann called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Commissioners present: Jim Dickinson, Ken Geroux, Alan Heidemann, Paul Knier, Cindy Lemm, and Kim Noding.

Also present: BLEDA Executive Director Hanna Klimmek, BLEDA Assistant Treasurer Deb Wegeleben, and BLEDA Secretary Corrie Scott.

4. ADOPT AGENDA

Commissioner Geroux motioned to approve the agenda as presented. Seconded by Commissioner Dickinson, unanimous ayes, motion carried.

5. APPROVE BLEDA MEETING MINUTES OF AUGUST 8, 2022

Commissioner Lemm motioned to approve the August 8, 2022 BLEDA minutes. Seconded by Commissioner Noding, unanimous ayes, motion carried.

6. BLEDA BUSINESS ITEMS

6A. BIG LAKE MANUFACTURING MONTH – OCTOBER OF 2022

Klimmek reviewed that in recognition of the critical importance of Manufacturing to Minnesota's economy, CareerForce, in partnership with the Minnesota Department of Employment and Economic Development (DEED), has deemed October as being, "Manufacturing Month." She recommended that the BLEDA consider a formal motion to recommend the Big Lake City Council approve a PROCLAMATION proclaiming the month of October 2022 as Big Lake Manufacturing Month.

Heidemann asked if there will be any visits or open houses during the month of October. Klimmek stated that she is reaching out to manufacturers to see if they have interest in hosting, but that nothing has been scheduled at this time.

Commissioner Dickinson motioned to recommend the Big Lake City Council approve a Proclamation proclaiming the month of October 2022 as Big Lake Manufacturing Month. Seconded by Commissioner Lemm, unanimous ayes, motion carried.

6B. VACATED BIG LAKE EDA COMMISSION SEAT

Klimmek reviewed that Commissioner/Treasurer, Cole Hendry, provided the city with written notice of his intent to resign from the Big Lake Economic Development Authority (BLEDA) on Wednesday, August 31, 2022. Within the notice, Commissioner/Treasurer Hendry indicated that his resignation is effective immediately. She recommended the BLEDA consider formally approving the resignation of Commissioner/Treasurer, Cole Hendry, and authorize BLEDA staff to advertise for the open position and collect letters of interest from residents who live within city limits, or are a managing agent of a business located within the city limits of the City of Big Lake.

Commissioner Geroux motioned to accept the resignation of Commissioner/Treasurer, Cole Hendry, and authorize BLEDA staff to advertise for the open position and collect letters of interest from residents who live within city limits, or are a managing agent of a business located within the city limits of the City of Big Lake. Seconded by Commissioner Knier, unanimous ayes, motion carried.

6C. BLEDA BUDGET AND LIST OF CLAIMS

Klimmek stated that the property on Foley Avenue has been broken into and vandalized, but that Public Works has secured the building to avoid any future issues. Geroux asked about demolishing the building. Wegeleben stated that she is waiting on a more in depth report from the City's Building Official regarding whether the land is worthy to be destroyed before a Resolution can be passed.

Commissioner Dickinson motioned to accept the budget report and approve the BLEDA List of Claims for August 2022 as presented. Seconded by Commissioner Noding, unanimous ayes, motion carried.

6D. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Klimmek discussed the status of various projects within Community Development. This update included Housing, Commercial and Industrial, BLEDA, Planning and Zoning, Building, and Recreation and Communication.

Knier asked what mega storage means. Klimmek stated that the developer plans to utilize the maximum amount of space for storage and that it will be intended for contractors to store their equipment. Geroux asked if the space has been annexed into the City. Klimmek confirmed that it was annexed into the City.

Heidemann asked if Klimmek will continue to attend meetings until the new Community Development Director is comfortable with their position. Klimmek stated that she would attend as many meetings as the new Director needs, but she believes it will likely only take one meeting until they are able to move ahead on their own.

Dickinson asked about an update on Options' project. Geroux stated that there are no updates at this time.

7. OTHER

Commissioner Dickinson motioned to recess the regular meeting at 6:15 p.m. to go to Closed Session for Agenda Item #8, Consider Developing an Offer for Purchase of Real Property (Parcel #65-477-0115) [allowed per M.S. 13D.05, subd. 3c3]. Seconded by Commissioner Noding, unanimous ayes, motion carried.

8. CLOSED SESSION – CONSIDER DEVELOPING AN OFFER FOR PURCHASE OF REAL PROPERTY (PARCEL #65-477-0115) [ALLOWED PER M.S. 13D.05, SUBD. 3C3]

Commissioner Knier motioned to open the Closed Session at 6:15 p.m. for Agenda Item #8, Consider Developing an Offer for Purchase of Real Property (Parcel #65-477-0115) [allowed per M.S. 13D.05, subd. 3c3]. Seconded by Commissioner Lemm, unanimous ayes, motion carried.

Commissioners present: Jim Dickinson, Ken Geroux, Alan Heidemann, Paul Knier, Cindy Lemm, and Kim Noding. Also present: City Administrator Hanna Klimmek, Finance Director Deb Wegeleben, and Recreation and Communication Coordinator Corrie Scott.

The BLEDA discussed/considered Developing an Offer for Purchase of Real Property (Parcel #65-477-0115) [allowed per M.S. 13D.05, subd. 3c3]. The BLEDA provided direction to staff on this offer for purchase of Real Property (parcel #65-477-0115). No action was taken by the BLEDA during the Closed Session.

Commissioner Knier motioned to close the Closed Session and reconvene the regular meeting at 7:04 p.m. Seconded by Commissioner Noding, unanimous ayes, motion carried.

9. ADJOURN

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Commissioner Knier motioned to adjourn the meeting at 7:04 p.m. Seconded by Commissioner Geroux, unanimous ayes, meeting adjourned.