



Approved

**REGULAR MEETING
Minutes
02.13.24**

Absent:
Guests: Mary Jo Wytrack

1. CALL TO ORDER

President Kyle Peterson called the meeting to order. Commissioners in attendance, Marie Rivers, Marlys Dunne, Dallas Fisher, Jermev Dresel, Jason Houle, and Nancy Hoffman from the County EDA/HRA was present.

Staff in attendance was City Administrator John Pechman.

2. APPROVE AGENDA: February 13, 2024.

President Peterson asked if there were any additions to the agenda. Commissioner Rivers made a motion to approve the agenda; Commissioner Dunne seconded; all ayes; motion passed.

3. APPROVE CONSENT AGENDA: January 9, 2024.

President Peterson asked if there were any corrections or additions to the January 9th minutes. Commissioner Dunne and Hoffman made a correction to the amount of money the County EDA/HRA will have in the housing fund, the amount is approximately \$134K Dunne made a motion to approve the consent agenda with correction; Commissioner River seconded; all ayes; motion passed.

4. PUBLIC COMMENTS

5. COMMUNICATIONS, REPORTS AND PETITIONS

5a. City Council Liaison Report

Rivers gave an update on the Council meetings that were held on January the 9th and 23rd. The fire chief's annual report was submitted. The fee schedule was updated and approved, and a lease agreement was updated for the Family Pathways offices above city hall. A new Public Works employee was hired, Shane Speltz. \$28,000 was approved from the AARP funds to be used for a water study. A resolution was accepted for the solar farm, and a final plat for North Martha Overlook development was approved, and election judges were appointed.

5b. County & Neighboring City EDA Updates

Hoffman mentioned the \$135,000 in the housing trust funds from the state, cities under the population of 10,000 can apply for funds through the county. There will be another \$135,000 distributed next year as well. Taylors Falls has a 10-acre industrial park that has been getting a lot of interest. Hoffman mentioned that the grant writing seminar for municipalities that she spoke about last month is full.

Dunne spoke about the presentation that Ben Winchester gave on rural towns, he spoke about how affordable housing can bring business to cities, which she thought was interesting and is looking forward to the results of the housing study.

The Disc Golf committee will be going to local EDAs in the next few months to try to get the funds matched that were donated from Chisago City EDA.

5c. Letter of Support County Housing Analysis

Pechman supplied a letter of support for the county housing study to Hoffman on behalf of the EDA. This will accompany the application and he wanted the EDA to have the information.

6. PUBLIC HEARINGS

7. GENERAL BUSINESS

7a. Monthly Financial Report.

Finance Director Gemuenden submitted the monthly financial report.

8. UNFINISHED BUSINESS

1. Highway 8 Project

Pechman met with Joe Triplet the county engineer today to discuss and get an update on the project. A tunnel at Jennifer Cout was discussed. The tunnel would be about 230 feet long, this will be turned over to the city to maintain, there will need to be some discussion with city council and the parks department to see if this would be something the city would want to take on, and at what cost. The other option would be at grade crossings. This was an issue Triplet wanted to make the city aware of. Houle asked about the negatives of a tunnel.

2. Land Development Activity-Letters of Intent

The letters of intent were sent, and the purchase amounts were what was discussed by the EDA. The sight plans are being worked out. Pechman spoke with the engineers about the parcel, and they suggested platting the whole piece so each parcel will have a lot and block. If this is done and a buyer doesn't want the whole six-acre piece it can be split by doing an administrative lot split. This will save time and money.

3. Fund 51 Update

LEI Packing has been current on payments for months and only has a couple more payments for the city portion of the loan.

9. NEW BUSINES

9a. Resolution 240201-Forgivable Loan Fund Application

King Kind Inc. has made an application to Chisago County HRA for the \$100,000 forgivable loan program. Part of the program is a letter of support from the city that is working with them. King Kind is one of the businesses looking at a parcel in the new industrial park. They have signed a letter of intent to purchase. Pechman was on a conference call with Hoffman and the loan review committee and attended the HRA/EDA meeting in North Branch when representatives of King Kind were present. Their business plan is in order, they are a manufacturer of cannabis products and will be a hydroponic cannabis plant. They are proposing a total building size of 70,000 square feet. With the first building 40,000 sq ft in phase 1 and an addition to the building at 30,000 sq ft in phase 2, total completion plan is 5 years. The projected tax revenue to the city is \$27,000.

Dunne has the application that was presented to the county EDA, she admits she had many questions and hesitations. She has reviewed the business plan, and it is definitely in order and very professional. She stated that this is a projected 21-million-dollar investment in this building and operations, and they are looking at 20 plus full-time employees. Hoffman added that they are looking at 20 or more jobs in the first year and after that there is a potential of 70 jobs with growth.

Houle asked if they had experience in this type of business, they have a business in Michigan and worked in California in a similar business. Dresel brought up odor control, according to the State Law odor control is in the state statute as a requirement. They must have air treatment and a plan in place, this will be approved prior to building. Peterson asked which lot they were interested in building on. Commission discussed their concerns.

Commissioner Fisher made a motion to table the Resolution for the forgivable loan application to next month's meeting; Commissioner Houle seconded; the motion carried.

9b. Liberty Lane Development-Survey and Platting Proposal

Bolten and Menk submitted a proposal for the Plat of the Liberty Lane development. The cost is estimated at \$22,000. Houle asked about the city water and sewer stubs. The advantage of using Bolten and Menk is that they are the inspectors, they always do the review because they are the city engineers so there would be no fee for the review process. This will be done to the city standard specs that they developed. Pechman thought this was a good price. Dunne asked about how the EDA would pay for this, Pechman suggested using money out of Fund 51 or the reserves. The grant he is working on cannot be submitted yet because the plat is not done.

Commissioner Dresel made a motion to approve the survey and platting proposal for the Liberty Lane Development with funds coming from fund 51; Commissioner Dunne seconded; the motion carried.

10. ADJOURN

Commissioner Rivers made a motion to adjourn; Commissioner Dresel seconded; all ayes; the meeting adjourned.

Respectfully submitted,
Alisa Bodell
Executive Assistant