

ALBERT LEA PORT AUTHORITY

MINUTES

May 4, 2016- 7:30 a.m.

Regular Meeting

Albert Lea Business Development Center

CALL TO ORDER & NOTATION OF ROLL

The Regular Meeting of the Albert Lea Port Authority was called to order on Wednesday, May 4, 2016 at 7:30 a.m. by President Heinemann. Roll was noted by the Board Secretary.

COMMISSIONERS PRESENT: Vern Rasmussen, Jr., Al Brooks, Nate Jansen, Mark Heinemann, and Sarah Hensley

COMMISSIONERS ABSENT: Ginny Larson, Mike Moore

EX-OFFICIO MEMBERS PRESENT: Chad Adams, City of Albert Lea representative; Randy Kehr, business community representative; Mike Lee, Freeborn County representative

EX-OFFICIO MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ryan Nolander, Executive Director; Shannon Berns, Business and Marketing Manager.

STAFF MEMBERS ABSENT: None

GUESTS: Kimberly Hillberg, Clifton Larson Allen; Mike Murtaugh, FMCS

APPOINTMENT OF BOARD SECRETARY

With Julie's resignation there is a need to appoint an interim Board Secretary until a new admin is hired. Staff recommends the interim appointment of Shannon Berns as Board Secretary. Commissioner Jansen made a motion to approve appointment as presented, seconded by Commissioner Hensley. President Heinemann asked for any discussion and hearing none, the motion carried 5 in favor; 0 opposed.

AUDIT RESULTS

Kimberly Hillberg, Clifton Larson Allen presented the audit results. Commissioner Jansen made a motion to approve the results as presented, seconded by Commissioner Brooks. President Heinemann asked for any discussion and hearing none, the motion carried 5 in favor; 0 opposed.

APPROVAL OF MINUTES FROM APRIL 4, 2016 MEETING

The minutes from the April 6, 2016 meeting were reviewed. Commissioner Brooks made a motion to approve the minutes as presented, seconded by Commissioner Hensley. President Heinemann asked for any discussion and hearing none, the motion carried 5 in favor; 0 opposed.

RESOLUTION PA-16-10 AUTHORIZING PAYMENT OF CLAIMS

The claims were presented for review. It was noted that this month included first half property tax payments, thus the reason for the unusually high amount for the claims. Commissioner Rasmussen

made a motion to accept the claims as presented in the amount of \$109,223.41, seconded by Commissioner Jansen. President Heinemann asked for any discussion and hearing none, the motion carried 5 in favor; 0 opposed.

EXECUTIVE DIRECTOR'S REPORT

- **Project Pine** – Executive Director Nolander discussed this project that came about in April. It was a very quick turn around and we were provided very limited information to base our response on. We provided our response late Thursday April 21st, the state got back to us Friday night the 22nd that the site selectors would be visiting the next week, and the site selectors visited Wednesday April 27th. After the visit we know the following about the company:
 - Fortune 500 company (possibly Fortune 100)
 - 200 acre minimum, but up to 500 acres would be good.
 - 50MW-100MW
 - 1M gpd in water/wastewater
 - Not a lot of jobs, but higher wage positions
 - Site selector has worked with client for 4-5 years
 - Search started with 6 states, 150+ sites
 - Search down to 3 states (MN, TX, possibly IA)We are now waiting on the site selectors to provide us with the next steps.
- **Project Flight** – Executive Director Nolander has been in contact with the site selector in the past few weeks. The next meeting date the site selector has with the company is the second week in May.
- **Ag Business Project** – Executive Director Nolander has a meeting this morning with the city planner and a developer to discuss an ag business project. The project is focused on the 8.85 acre piece of property that the PA owns on Plaza. Construction is projected for spring 2017 so there may be an interest in renting warehouse space from the ALBDC in the interim.
- **Distribution Center Project** – Executive Director Nolander was approached by a site selector looking to locate a 50,000-70,000 sq. foot distribution center. Nolander connected them with the broker representing the Universal Building.
- **Enderes Property Update** – Executive Director Nolander was contacted yesterday by Ventura. They are still interested in moving forward and will be sending a letter of interest soon.
- **South #1 Roof Update** – Advertised on April 28th, bid opening on May 19th in ALBDC conference room. We are asking for bids for the entire roof and also in three segments in order to have options should the entire project be too much financially to undertake all at once.
- **Administrative Assistant Position** – We closed the application period last Friday and currently conducting interviews with candidates for the open position.

EX-OFFICIO UPDATE

Freeborn County – Mike Lee, Freeborn County Representative

- The numbers on the half cent sales tax for roads are starting to come in. Projected annual collection is around \$1.8M. This means that county will be about \$4M short on projects annually rather than \$6M. The county board passed a resolution yesterday asking the state to come up with transportation bill.
- K9 pancake breakfast was a success and around \$11,000 has been raised so far.

- Approved a conditional use permit for an approximate 4 acre solar farm project near Hartland.
- Approved sale of tax forfeiture land to city.
- Denied conditional use project for gravel pit close to a lake in Twin Lakes area.
- The county board has received 6-7 applications for watershed board positions.

City of Albert Lea – Chad Adams, City of Albert Lea Representative

- Was part of a discussion about the gas tax at the Governors Mansion in St. Paul. Stated that we are supportive of a comprehensive transportation bill.
- In St. Paul recently discussing workforce housing credits and bonding bill projects with legislatures. Looks like the Stables Project will move forward. Blazing Star project being pressured.
- Received news that we are going to be awarded a \$526,000 Small Cities grant.

Chamber of Commerce – Randy Kehr, business community representative

- MN Chamber has dug in on transportation and sent letters to everyone signed by 34 partner Chambers to gather support from the business community.
- Wellness worksite summit with 40 in attendance. Included people from State Public Health.
- Recently held three job/workforce related events. Job Fair at Northbridge Mall, 8th grader event bringing companies together to show them the opportunities available, and young adult job fair at the ALHS for part time jobs this summer.
- Military/All-Star baseball game being planned for later this summer.
- Fireworks fundraiser is Friday May 27th.
- Mayor got call from Australia regarding the Blue Zones project. Equivalent of 60 minutes TV program would potentially like to include Albert Lea in an upcoming segment they are working on about healthy living.

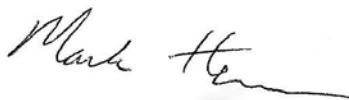
COMMISSIONER/OTHER ITEMS

- **Commissioner Rasumssen** – Military/All-Star baseball game sponsors wanted. This could bring a minor league baseball team to AL in the future. Game is planned for July 14th at 7:30.


ADJOURNMENT

Commissioner Brooks made a motion to adjourn the meeting, seconded by Commissioner Jansen. The motion carried 5 in favor, 0 opposed. The meeting adjourned at 8:40 a.m.

Filed and attested May 4, 2016.



President



Board Secretary

