

ALBERT LEA PORT AUTHORITY

MINUTES

Wednesday, December 5th, 2019

Regular Meeting – 7:30 a.m.

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, December 5, 2018 at 7:30 a.m. by President Rasmussen. Roll was noted by the Board Secretary.

COMMISSIONERS PRESENT: Vern Rasmussen, Jr., Ginny Larson, Mark Heinemann, Rich Murray, Bryan Skogheim, Nate Jansen.

COMMISSIONERS ABSENT: Sarah Hensley

EX-OFFICIO MEMBERS PRESENT: Chad Adams, City of Albert Lea representative; Tom Jensen, Freeborn County Representative; Mike Lee, Freeborn County representative; Jerry Gabrielatos, City of Albert Lea representative; Rhonda Jordal, Business Community representative.

EX-OFFICIO MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Noelle Hagen, Interim Executive Director; Linda Larson, Administrative Assistant

STAFF MEMBERS ABSENT: None

GUESTS: Ellen Kehr, Blue Zones Project – Albert Lea.

APPROVAL OF MINUTES FROM NOVEMBER 7, 2018 REGULAR MEETING

The minutes from the November 7th, 2018 regular meeting were reviewed. Commissioner Heinemann made a motion to approve the minutes as presented, seconded by Commissioner Larson. President Rasmussen asked for any discussion and hearing none, the motion carried 6 in favor; 0 opposed.

APPROVAL OF MINUTES FROM NOVEMBER 14, 2018 SPECIAL MEETING

The minutes from the November 14th, 2018 special meeting were reviewed. Commissioner Skogheim made a motion to approve the minutes as presented, seconded by Commissioner Murray. President Rasmussen asked for any discussion and hearing none, the motion carried 6 in favor; 0 opposed.

RESOLUTION PA-18-17 AUTHORIZING PAYMENT OF CLAIMS

The claims were presented for review. Interim Executive Director, Noelle Hagen addressed expenses on the November 2018 claims, they included a payment (for the annual audit) to Hammer, Dieser & Mangskau, PLLP, quarterly insurance and advertising. Commissioner Jansen made a motion to accept the claims as presented in the amount of \$47,932.99, seconded by Commissioner Heinemann. President Rasmussen asked for any discussion and hearing none, the motion carried 6 in favor; 0 opposed.

PRESENTATION BY ELLEN KEHR, BLUE ZONES PROJECT - ALBERT LEA

Ellen Kehr updated the board on the results of the Blue Zones Projects for the year 2018. The report is based upon results from 2017.

- Well-being indicators continue to improve. The Robert Wood Johnson Foundation county health ranking is 34 compared to 44 in 2017. The Blue Zones Project will continue to address adult smoking rates.
- Economic indicators have improved as well. Lodging tax has increased to over 45% from 2012 and continues to be a positive indicator of our increased tourism rate. The National Vitality Center is at 100% occupancy and revenue has increased due to boardroom rentals. MN Dot is working with the City of Albert Lea and the City of Battle Lake to reduce crash sites and will be conducting case studies in both cities. Ellen will provide President Rasmussen with the results of that study when it becomes available.
- Realtor.com compiled a list of top ten most affordable small communities to reside in, Albert Lea made that list in 2015 and 2017 and was the only Minnesota community that made the list this year. Albert Lea was also included in USA Today's top fifty cities in the United States to reside in.

STAFF REPORT

- **Plaza Street Property** – Interim Executive Director, Noelle Hagen gave an update. Chosen Valley Testing will complete a soil boring test Thursday, December 6th on the property before any formal purchase agreement is made.
- **Pickerel Park** – Interim Executive Director, Noelle Hagen spoke with the grant coordinators at DEED and will be working with Chad Adams, City Manager to determine where the proceeds from the interest payment should go.
- **Albert Lea Diesel and Chrome** – Interim Executive Director, Noelle Hagen was contacted by Jeremy Hohensee, owner of Albert Lea Diesel and Chrome to discuss adding additional equipment and employees due to the closing of Reuters Equipment. Interim Executive Director, Noelle Hagen and Chad Adams, City Manager, will be meeting with Jeremy on Friday, December 7th to discuss options to assist Jeremy with this transition period.
- **Ring Can Building Repairs and Refrigeration Modification/Repairs** – Interim Executive Director, Noelle Hagen stated some structural repairs and repairs to the refrigeration system and parking lot are needed at the Ring Can Building located at 2105 Meyer Road. Interim Executive Director, Hagen will meet with City of Albert Lea Building Official and Zoning Administrator, Wayne Sorenson and Civil Engineer, Tim Reisenauer, Friday, December 7th at the site to discuss additional structural issues and repairs.
- **Streater Warehousing** – Streater has been leasing on a month to month basis and will continue in the space through December. They will update Interim Executive Director, Noelle Hagen if/whether they will be resuming the lease in January.

- **Childcare (RICC)** – Interim Executive Director, Noelle Hagen met with the Childcare Committee in Freeborn County on Tuesday, November 27th to review the survey compiled by First Children’s Finance to local businesses and employers. The results confirmed the need for childcare solutions and affordable accessible options. There will be a meeting with the First Children’s Finance in January to create a project plan to address the shortage of childcare in Albert Lea.
- **ALEDA/Chamber/CVB Collaboration** – Monday, December 3rd representatives from the collaboration committee visited the site of the Southern Minnesota Legal Services offices and will be continuing to view other locations in the upcoming weeks. A meeting will be held Monday, December 10th to discuss preliminary visits and site walks that have been completed.
- **Albert Lea Association Baseball Group** – Interim Executive Director, Noelle Hagen was approached by Vice President and Tournament Director, Rich Yost of the Albert Lea Association Baseball Group to potentially lease the space on 590 East 14th Street to hold batting practice during the winter months, January through April.

EX-OFFICIO UPDATE

Freeborn County – Mike Lee, County Commissioner, Tom Jensen, County Administrator

- The Freeborn County Board approved a request by US Solar Works for a solar bionic energy system for Hayward Township. The county approved a request from Sustainable Power Group for construction of a tower in section 17 in Mansfield Township.
- The Truth in Taxation Meeting will be held Thursday, December 6th at 6 p.m. in the Freeborn County boardroom. Elected official’s salaries for 2019 will be set on Tuesday, December 11th at the board meeting. The 2019 Tax and Levy Budget will be set on Tuesday, December 18th at the county board meeting.
- The preliminary levy was set at 4.8% but are hoping to reduce that to 3.9%.
- The county is in the final phase of the development agreement with Invenergy.
- The county commissioners will be receiving a presentation of resolutions to the board regarding job descriptions and salaries on Tuesday, December 11th.

City of Albert Lea – Chad Adams, City Manager

- The fire facility project bids came in below the proposed budget and the city will have a meeting Monday, December 10th to discuss the results of the bids.
- The Emergency Operations Center and the fire facility had their first emergency management exercise on Tuesday, December 4th at the Amory. The situational demonstration was well planned and executed. The city and the county will be collaborating on emergency management exercises in the future.
- The bids for the Stables Project have come in and are above the proposed budget; however, the state will be contributing grant dollars to the project to potentially exceed the gap.
- The tax levy to water rates have increased by 7%. Sewer, tax and debit service levy rates will not see an increase.
- Mortarr, LLC is moving forward with construction and remodeling of the Freeborn Bank Building; the project will be completed in the spring of 2019.
- Chad Adams, City Manager continues to speak with community stakeholders and the master developer to implement several concepts for Blazing Star Landing. (Part of the) property for Blazing Star Landing city has been designated as an Opportunity Zone. Opportunity Zones are

a new economic and community development program established by Congress in the Tax Cut and Jobs Act of 2017 to encourage long-term economic development and housing investments in low-income communities nationwide.

Chamber of Commerce – Rhonda Jordal, Business Community Representative

- The annual meeting was successful; with a large turnout.
- The chamber has added two new board members, Beau Hartman and the addition of Angie Eggum in December.
- The Chamber Foundation Board of Directors has added Gary Schindler.
- Improvements to their website will transpire in 2019.
- A Chamber of Commerce Board retreat will take place in January to formulate new ideas and campaigns for the upcoming year.
- A meeting will be held with RICC in January to further discuss childcare solutions within the community.

COMMISSIONER/OTHER ITEMS

President Rasmussen discussed the selection of officers for 2019.

ADJOURNMENT

Commissioner Nate Jansen made a motion to adjourn the meeting, seconded by Commissioner Murray. The motion carried 6 in favor, 0 opposed. The meeting adjourned at 8:50 a.m.

Filed and attested

President

Board Secretary