

ALBERT LEA PORT AUTHORITY

MINUTES

Wednesday, February 3, 2021 – 7:30 a.m.

Regular Meeting

Virtual Meeting through Zoom

CALL TO ORDER & NOTATION OF ROLL

The Regular Meeting of the Albert Lea Port Authority was called to order on Wednesday, February 3, 2021 at 7:30 a.m. by President Nelson. Roll was noted by the Board Secretary.

COMMISSIONERS PRESENT: Sarah Nelson, President; Nate Jansen, Vice President; Mark Heinemann, Treasurer; Rich Murray, Bryan Skogheim, Vern Rasmussen, Jr.

COMMISSIONERS ABSENT: Tricia Dahl

EX-OFFICIO MEMBERS PRESENT: Tom Jensen, Freeborn County Representative; Ian Rigg, City of Albert Lea Representative; Holly Karsjens, Local Tourism Representative; Shari Jenson, Business Community Representative

STAFF MEMBERS PRESENT: Phillip Johnson, Executive Director; Noelle Hagen, Assistant Executive Director

GUESTS: None

APPROVAL OF MINUTES FROM JANUARY 6, 2021 REGULAR MEETING

The minutes from the Wednesday, January 6th regular meeting were reviewed. Commissioner Rasmussen made a motion to approve the minutes as presented, seconded by Commissioner Skogheim. President Nelson asked for any further discussion and hearing none, the motion carried 6 in favor; 0 opposed.

RESOLUTION PA-21-06 AUTHORIZING PAYMENT OF CLAIMS

The claims were presented for review. Executive Director Johnson noted membership contributions to the Vitality Center (Blue Zones Project Albert Lea), Southern Minnesota Initiative Foundation, and Greater Minnesota Partnership. Commissioner Rasmussen made a motion to accept the claims as presented in the amount of \$56,157.85, seconded by Commissioner Heinemann. President Nelson asked for any further discussion and hearing none, the motion carried 6 in favor; 0 opposed.

PUBLIC HEARING RE: SALE OF LOTS 5, 6, & 7, BLOCK 1, PORT AUTHORITY PLAT NO. 3.

Executive Director Johnson provided the background of the proposed sale of the property to Vortex Cold Storage. The purchase conditions and price were provided for review.

President Nelson opened the Public Hearing and for public input three times. Hearing none, the public hearing was closed.

RESOLUTION PA-21-07 APPROVING SALE OF LOTS 5, 6, & 7, BLOCK 1, PORT AUTHORITY PLAT NO.3 – also known as ALEDA Industrial Park

Commissioner Skogheim moved to approve the sale of the property per the resolution and terms as drafted, seconded by Commissioner Heinemann.

President Nelson asked for any further discussion and hearing none, on a roll call vote;

Commissioner Rasmussen – yes. Commissioner Nelson – yes. Commissioner Skogheim – yes.

Commissioner Murray – yes. Commissioner Heinemann – yes. Commissioner Jansen – yes. The vote was unanimous, and the resolution was approved.

STAFF REPORT

- COVID-19 Update/Grant Programs
 - The office is still closed to the public.
 - We've received about 100 applications so far. A pre-meeting to review the list of applications will happen today, the full committee will meet to review the applications on Friday at 1:00 p.m.
- Unique Opportunities, LLC.
 - The City of Albert Lea's application for Brownfield cleanup assistance from DEED has been approved and the City has budgeted for their portion of the cost. Project will move forward.
- Cold Storage Expansion Project
 - Braun Intertec is doing the environmental review for the site.
 - Staff will reach out to Vortex this week with the draft purchase agreements. Will need to discuss personal guarantees and/or corporate guarantees.
- Collaboration (Chamber/CVB/ALEDA)
 - Staff continues to collaborate on various projects with the partner agencies.
 - The "collab" group worked on a joint marketing insert for the 2021 Progress edition by the Albert Lea Tribune.
- Conferences/Meetings to Note
 - Staff met with Greater Minnesota Partnership to discuss their 2021 goals and what we think needs to be focused on at the state level that would impact our ability for positive economic and community development in Greater Minnesota. Staff shared that childcare, housing, and workforce continues to be at the forefront for our community. Staff also shared thoughts on state incentives provided through DEED and the process as there are several aspects that seem to be a hinderance for a business considering MN and neighboring states.
 - Staff will be scheduling a Strategic Planning Meeting with the 5 core partners.

ALEDA MISSION STATEMENT

"To provide and promote services and resources to retain, expand, create and attract businesses, increase tax base and quality employment opportunities in Freeborn County."

- Staff will also be scheduling a Lakefront Development meeting to begin brainstorming ideas and plans.
- Executive Director Johnson met with the HRA Director to discuss incentives and ideas to help companies locate new employees to the area and assisting with housing for new employees.
- The County Administrator, City Manager, and ALEDA Executive Director have begun to meet bi-weekly to discuss various ongoing projects and issues.

EX-OFFICIO UPDATE

Freeborn County – Tom Jensen & Ted Herman

- County Administrator Tom Jensen introduced County Commissioner Ted Herman who is new to the County Board.
- Herman said he looks forward to working with everyone and doing whatever we can for the City of Albert Lea and Freeborn County to get businesses here and to grow and prosper. Number one goal as county commissioner is to do what we can to make this area a better place to live and to raise a family.
- Jensen shared the following updates.
 - the board approved a one-million-dollar PACE program for the Marketplace Foods redevelopment project. This is done through a joint agreement with St. Paul Port Authority.
 - The hazardous waste facility will begin receiving updates soon and the hope is to have it open late Spring, early Summer.
 - United Way is doing pop-up pantries. They are looking for more volunteers to assist at the event to help load food, direct traffic, etc. Tom will send out contact information to the board members that they can share.
 - The county is also looking for a large space to use for vaccine distribution later this Spring.

City of Albert Lea – Ian Rigg

- City Manager Ian Rigg provided the following updates.
 - The comprehensive plan process will begin soon. ALEDA will be included in the process and the city will consider goals that align with ALEDA's strategic plan goals for economic development.
 - Recently met with Senator Dornink on several issues but specially discussed funding for the sewer plant so rates can be kept down for businesses and we can continue to support and grow food businesses here as well as TIF reform discussion and the state incentive process with DEED.

Chamber of Commerce – Shari Jenson

- Chamber of Commerce Executive Director Shari Jenson provided the following updates.
 - Ag Committee is accepting applications for Farm Family of the Year.

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- Ambassadors have scheduled their annual golf outing for July 19, 2021 at Wedgewood Cove.
- Ambassadors are also looking forward to visiting chamber members again.
- Business and Education Collaboration is focusing on Focus Forward program – connecting businesses and schools.
- Governmental Affairs committee is focused on the clean cars initiative and chambers roll in session priorities.
- Worksite Wellness committee will not have their usual annual event but will have a shorter version held on zoom focusing on COVID and mental health.
- Mental Health committee has formed and is growing. New members include high school students and Freeborn County Department of Human Services. Anxious to see where it goes. Monthly mental health presentation given on the 22nd of every month at 2pm.
- Partnered with United Way on Winter Gear Drive which is wrapping up.
- Partnering with Mayo Clinic on a vaccine marketing campaign – will be rolling out soon.
- On January 28th hosted a PPP presentation on Zoom.
- Blood drive coming up on February 26th.
- Medallion Hunt during the Big Freeze – starts Monday.
- Brainstorming for leadership program – won't be going away but will wait until it can be brought back to in-person days. Also working on a Leadership 2.0 program for people who have already attended Leadership.

(Tom left the meeting)

Convention and Visitors Bureau – Holly Karsjens

- CVB and Mainstreet Director Holly Karsjens shared the following updates.
 - The Big Freeze Event was approved yesterday. A new video will be released today to promote the event.
 - The opportunities for the community during the weekend includes; Chamber Medallion Hunt, Scavenger Hunt (includes outdoor activities, indoor activities, shopping/supporting local retail/restaurants), Do-it your self snow village (snowmen, snow angels, and snow painting), Elsa will be visiting at Whimzy, coloring contest and food drive sponsored by Albert Lea Fire Department, sledding and ice skating at Frank Hall and Academy Park, Big Freeze shopping event with mitten selfies, Broadway Bike will be doing fat tire bike demos, First Presbyterian will be hosting a crispy creme donut and coffee drive-thru.

COMMISSIONER/OTHER ITEMS

None.

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ADJOURNMENT

Commissioner Murray made a motion to adjourn the meeting, seconded by Commissioner Skogheim. The motion carried 6 in favor, 0 opposed. The meeting adjourned at 8:10 am.

Filed and attested February 3, 2021.



President



Secretary

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