

# ALBERT LEA PORT AUTHORITY

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## AGENDA

Wednesday, January 8, 2025 – 7:30 a.m.

Regular Meeting

132 N Broadway Ave Albert Lea, MN

1. CALL TO ORDER AND NOTATION OF ROLL
2. ELECTION OF OFFICERS FOR 2025: – [action](#)
  - a. President:
  - b. Vice President:
  - c. Treasurer:
3. APPOINTMENT OF OFFICERS FOR 2025: – [action](#)
  - a. Board Secretary: Noelle Viktora
  - b. Assistant Treasurer: Mardy Oyer (Honstad, Dieser, Mangskau)
4. APPOINTMENT OF EX-OFFICIO BOARD MEMBERS FOR 2025 – [action](#)
  - a. City Representative: Ian Rigg
  - b. County Representative: Brad Edwin
  - c. Business Community Representative: Shari Sprague
  - d. Tourism Representative: Holly Babcock
5. APPROVAL OF MINUTES FROM DECEMBER 4, 2024 REGULAR MEETING - [action](#)
6. RESOLUTION PA-24-01 AUTHORIZING PAYMENT OF CLAIMS – [action](#)
7. RESOLUTION PA-24-02 DESIGNATING DEPOSITORIES AND SIGNATORIES FOR WITHDRAWAL OF FUNDS – [action](#)
  - a. Depositories: Arcadian Bank, Home Federal Savings Bank, Produce State Bank, Security Bank MN, US Bank, Wells Fargo Bank, Citizens Community Federal Bank, 4M Fund
  - b. Signatories: President, Treasurer and Executive Director
8. RESOLUTION PA-24-03 SETTING MEETING DATES, TIMES AND LOCATION FOR THE PORT AUTHORITY – [action](#)
  - a. First Wednesday of the month at 7:30 a.m. to be held at 132 N Broadway Ave, Albert Lea
9. RESOLUTION PA-24-04 AUTHORIZING ROUTINE CLAIMS TO BE PAID MID-MONTH – [action](#)

10. RESOLUTION PA-24-05 RULES FOR ADDRESSING THE PORT AUTHORITY/RULES OF DECORUM – [action](#)
  
11. STAFF REPORT
  - Child Care
  - Oat Mill
  - Ventura Foods
  - Conferences/Meetings to Note
  
12. EX-OFFICIO UPDATE
  - Freeborn County – Brad Edwin
  - City of Albert Lea – Ian Rigg
  - Chamber of Commerce – Shari Sprague
  - Convention and Visitors Bureau – Holly Babcock
  
13. COMMISSIONER/OTHER ITEMS
  - Staff Reviews
  
14. ADJOURNMENT

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.”*