

ALBERT LEA PORT AUTHORITY
MINUTES

Wednesday, November 26, 2025 – 7:30 a.m.
Special Meeting
132 N Broadway Ave

CALL TO ORDER & NOTATION OF ROLL

The Special Meeting of the Albert Lea Port Authority was called to order on Wednesday, November 26, 2025 at 7:30 a.m. by President Murray. Roll was noted by the Board Secretary.

COMMISSIONERS PRESENT: Mark Heinemann, Rich Murray, Sarah Nelson, Tricia Dahl, Larry Baker

COMMISSIONER ABSENT: Nate Jansen, Bryan Skogheim

EX-OFFICIO MEMBERS PRESENT: None

EX-OFFICIO MEMBERS ABSENT: Val Lockhart, Business Community Representative; Janelle Koepke, Riverland Community College Representative; Melanie Aeschliman, Freeborn County Representative; Ian Rigg, City of Albert Lea Representative; Konrad Hawkinson, Tourism Representative; Brad Edwin, Freeborn County Representative;

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

DDA PROPOSAL – Liza Donnabuer, DDA

Liza shared the draft Position Profile, Job Description, and Timeline for the hiring of the Assistant Executive Director in 2026. After some minor edits that were noted, Commissioner Heinemann motioned to approve the documents and process as amended, seconded by Commissioner Baker. President Murray asked for further discussion and hearing none; motion carried 5 in favor, 0 opposed.

ADJOURNMENT

Commissioner Dahl made a motion to adjourn the meeting, seconded by Commissioner Heinemann. The motion carried 5 in favor, 0 opposed. The meeting adjourned at 8:00 a.m.

Filed and attested November 26, 2025.

President

Secretary

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.”