

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
REGULAR MEETING
THURSDAY, FEBRUARY 8, 2024 – 6:00 A.M.**

A.I. #1 CALL TO ORDER/ROLL CALL

The Melrose Area Development Authority/Community Opportunities Committee (MADA/COC) met in a Regular Meeting on Thursday, February 8, 2024, at 6:00 a.m. at the Melrose City Center pursuant to due notice being given thereof. Present were MADA Members Bob Mayers, Jerome Duevel, Dave Rahn, Joe Woeste, Jose Morelos, Mayor Joe Finken, Community Development Director Sheila Hellermann and City Administrator Colleen Winter. MADA Member Travis Frieler was absent. There are no active COC members. President Bob Mayers called the meeting to order.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Mr. Rahn, seconded by Mr. Woeste and unanimously carried to approve the agenda as submitted.

A.I. #3 APPROVAL OF MINUTES

A motion was made by Mr. Finken, seconded by Mr. Rahn and unanimously carried to approve the minutes from the January 11, 2024, Regular Meeting.

A.I. #4 REPORTS

- a. Community Development Director Sheila Hellermann provided an update. Ms. Hellermann stated that Carsten's Industries is working through financing with the possible development in the I-94 Industrial Park. St. Mary's church is building a storage shed. Empire Memorial is looking to sell their property. Ms. Hellermann will work with the property owners to find an interested buyer. CURA is purchasing Pine Villa, Pine Haven, and Parkview from CentraCare. The parties and the city are working without the real estate challenges. Stearns County is looking for space to reestablish an office in Melrose. Bruder's Butcher property is now owned by the bank. The interested party is now in contact with the bank regarding purchasing the property. Open House for Main Street was held on January 22.
- b. City Administrator Winter provided an update. on new hires and open positions. The City has hired DDA to complete a Compensation and Classification Study.

A.I. #5 ACTION ITEMS

None

A.I. #6 NEW BUSINESS

None

A.I. #7 UNFINISHED BUSINESS

- a. On Tuesday night, February 6th the City Council met for a work session. The agenda included the possible easement purchase from the State of Minnesota in the I-94 Industrial Park, the request from Franklin Outdoor Advertising for a billboard in the wellhead area, special assessments on single family residential lots, and JOTS. Staff is looking at options for billboards in the wellhead area. Staff is looking into obtaining the easement in Industrial Park for parcel 23 from the State of Minnesota. Genex will be working with the State of Minnesota to obtain the easement abutting their property. The Council discussed special assessments on single family residential lots. The City Council is not inclined to write them down without additional research and consideration. The council would like to offer incentives. Mayor Finken is recommending a Special Joint Meeting with the Council and MADA. MADA by consensus determined to hold a special joint meeting with the city council on Thursday, March 21 immediately following the regular council meeting. Staff is obtaining bids on demolition of the old JOTS building. Staff is also obtaining quotes on soil boring and asbestos removal. Staff will also contact recycle centers to see if there is anything of value.
- b. Ms. Hellermann stated that there is an interested buyer in purchasing the platted lots in Railroad West. The buyer would be looking for TIF. Staff will be working the developer on moving forward on a Letter of Intent.
- c. On Tuesday, January 30th staff met with leadership at Stearns Electric and were updated on the project. Staff have seen a rendering of the project. Stearns Electric is in the process of obtaining bids. Stearns Electric will leave the billboard at this time.

A.I. #8 INFORMATIONAL ITEMS

- a. MADA's next meeting is scheduled for Thursday, March 14, 2024, at 6:00 a.m.

A.I. #9 ADJOURNMENT

A motion was made by Mr. Rahn, seconded by Mr. Finken and unanimously carried to adjourn the meeting at 7:15 a.m.


PATRICIA HAASE – CITY CLERK