

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
REGULAR MEETING
THURSDAY, MARCH 14, 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, March 14, 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, Joe Woeste, Travis Frieler, Mayor Joe Finken, and Community Development Director Sheila Hellermann. MADA Members Dave Rahn, and Jose Morelos, and City Administrator Colleen Winter. were 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. Finken, 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. Frieler, seconded by Mr. Duevel and unanimously carried to approve the minutes from the February 8, 2024, Regular Meeting.

A.I. #4 REPORTS

- a. Community Development Director Hellermann provided an update. Blue Door Storage and Matt Imdieke will be constructing storage sheds. Stearns Electric is in the process of bidding for their new headquarters. The Church of St. Mary's will be constructing a storage shed. There are two parties interested in the Bruder's Butcher property. Stearns County is looking to locate a veterans service office on Main Street in Melrose. The Environmental Protection Agency has established a rule requiring all public water supply systems to document the pipe materials that are included in their system, with a special focus on service laterals. The primary focus is the determination of the number of lead services that are present in the system. The City of Melrose has received grant through the Minnesota Department of Health (MDH) to have engineering assistance for this effort. SEH will be assisting the PUC and City with the determination of the existence lead services in the city. There are three businesses interested in the Commercial Rehab Loan program, however it is difficult to find contractors to perform the work. The Kwik Trip Grand Opening will be held today, Thursday, March 14 from 10 – 12 a.m. with ribbon cutting ceremony at 11:00 a.m. Some additional signage will be added at Kwik Trip. We are working with them on that and their installation of a sidewalk off the corner, leading to the store to get walking traffic on a path and off Kraft Drive. The sidewalk on County Road 168

should begin as soon as road restrictions are off. We are working with the Melrose Lions on the installation dates for the playground near the campground. Bid Opening for the Main Street project will be held on March 21. Staff is now part of the working group of cities exploring the idea of municipal cannabis shops. Staff has met with a second and third billboard company and are exploring billboard options in the wellhead protection area, the billboard by the golf course, and the one we share on the Stearn Electric property. We discussed rental houses in Melrose and trends in that area with landlords purchasing them for rental and employment benefits. Riverside Flats is waiting a little longer for a second open house until the flooring and cabinets are done on the 1st floor. The business interested in the industrial park is working closely with contractors, his bank, and SBA on his plans. It is still moving forward.

A.I. #5 ACTION ITEMS

None

A.I. #6 NEW BUSINESS

- a. Staff provided an update on the steps taken in the past month concerning the possible redevelopment project. Staff will be conducting a walk-through with asbestos contractors and demolition contractor. Staff will have estimates for asbestos removal and demolition at the next MADA meeting.
- b. Community Development Director Hellermann presented the Letter of Intent for the Railroad West undeveloped property for MADA's review.

A motion was made by Mr. Woeste seconded by Mr. Duevel and unanimously carried approving the Letter of Intent and authorizing President Bob Mayers, and Secretary Dave Rahn to sign the agreement.

- c. Staff provided an update on our discussions with the State of Minnesota for the easement purchase along the northerly part of the I-94 Industrial Park. Staff asked if the State would entertain selling the easement in the Industrial Park behind parcel #66.367010.0283. The State would be in agreement to sell at a cost of \$14,000. Ms. Hellermann has reached out to Carstens Industries to see if there is an interest. Ms. Hellermann provided an update on the sale of the lot in the I-94 Industrial Park.

A.I. #7 UNFINISHED BUSINESS

- a. The owner of parcel #66.37084.0000, legally described as Lot 5, less the east 12.5' and all of lots 6 and 7, Block 3, Townsite of Melrose (formerly a dry-cleaning business) is interested in selling the property or getting help with funding and working with MPCA on cleaning up the site and ultimately demolishing the buildings. Staff is willing to work with the property owner to connect him with possible financial assistance to take down the property. Staff to research the cost

of removing the existing building. At this time the city is not interested in acquiring the property.

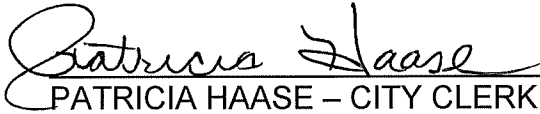
- b. MADA had a year-to-year lease for the undeveloped portions of Railroad West with a local farmer. MADA to discuss whether it wishes to pursue a lease for crop year 2024. Staff to reach out to Mr. Theiler to see if he is interested in renting the undeveloped portion of Railroad West.
- c. This month staff received an inquiry from the Minnesota Department of Employment and Economic Development (DEED) for a "shovel-ready" site of "50-75" acres for a business looking to construct a new processing plant. MADA to discuss this request and its ideas for positioning the city when we receive these inquiries. How does MADA want staff to address these requests. MADA provided direction on potential future development.

A.I. #8 INFORMATIONAL ITEMS

- a. MADA's next meeting is scheduled for Thursday, April 11, 2024, at 6:00 a.m. MADA will also have a Special Joint Meeting on Thursday, March 21, 2024 at 7:00 p.m.

A.I. #9 ADJOURNMENT

A motion was made by Mr. Frieler seconded by Mr. Woeste and unanimously carried to adjourn the meeting at 7:05 a.m.


PATRICIA HAASE – CITY CLERK