

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
REGULAR MEETING
THURSDAY, MAY 9, 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, May 9, 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, Travis Frieler, Mayor Joe Finken, and Community Development Director Sheila Hellermann. City Administrator Colleen Winter attended via phone. 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. Frieler and unanimously carried to approve the agenda as submitted.

A.I. #3 APPROVAL OF MINUTES

A motion was made by Mr. Morelos, seconded by Mr. Duevel and unanimously carried to approve the minutes from the April 11, 2024, Regular Meeting.

A.I. #4 REPORTS

- a. Community Development Director Sheila Hellermann provided an update. Staff attended the groundbreaking for Stearns Electric's new headquarters on Kraft Drive. We are working with them on transformer and fence locations along I-94 to allow for our access.

The Planning & Zoning Commission will be having a public hearing on Monday, May 20th for the conditional use permit request from Gerber Collision to expand its location.

Building permits for 2024 have a valuation of over \$25 million – besides Stearns Electric, the larger permits have been for Blue Door Storage which is expanding – one permit through – designing 2 & 3 which are pole frame. MKI Enterprise is working on storage sheds, Church of St. Mary's is building a storage shed. Land O Lakes had a large re-roofing project, Jennie-O is building a new shed, and Stearns County HRA is doing some updating of its homes on Main Street. On the residential side, we have the usual residing and re-shingling, as well as several new sheds, egress windows and an inground swimming pool. Two new homes on the northwest side of the city are currently under construction.

The sidewalk project up by the high school should be wrapping up soon. They were working quickly when it was not raining. The Park Board is working on smaller additions for 2024 – the kayak launch, stripping the basketball court, putting some

new grills in, fishing platforms, planting trees, and an information kiosk. The Lions playground build has been delayed twice due to rain but we are looking forward to that addition.

Nuisance properties – Wiehoff and Bruders – meeting next week for Wiehoff. Pushing the bank on Bruders – they want a list of corrective things they need to do.

Now that they know their site plan and finalized construction plan, the billboard with Stearns Electric is not being moved or removed. Council will be considering a new lease at next week's meeting.

Stearns County office space update – maybe more room needed, more “governmental.” Still coming, just exploring.

Flowers on Main – Arts Council – On the corners on Main from NAPA to Creamery.

Need a Planning and Zoning person – recruiting for that.

- b. City Administrator Colleen Winter provided the following update. Administrator Winter is currently attending the MRES Annual Meeting. They are covering many of the federal mandates that impact utilities. The other topic of conversation is cybersecurity. There have been cyber-attacks on small public utilities. MRES offers cybersecurity audits.

A.I. #5 ACTION ITEMS

None

A.I. #6 UNFINISHED BUSINESS

- b. Platting has started for Mr. Mueller on the 6 lots. Ms. Hellermann met with the surveyor yesterday. Goal of a preliminary plat for the June P & Z meeting.

A Development Agreement has been drafted with KL Properties. They are reviewing it.

Next week – Council will be asked to move forward with plan & specs and feasibility study for Highlands Blvd.

- c. A Letter of Intent has been signed with Roach Development LLC. Mr. Roach is completing a business development application. He will be working with Jason Murray with DDA on TIF. When we get info back, we will move to Purchase Agreement and Development Agreement. Closing by December 1st.

Budget meetings are starting in early June. We can take those 2 cul-de-sacs out of the capital plan.

Theiler land lease – talked yesterday. They are checking out what is available for farming. It is somewhat limited.

Trail connection was initially in wrong spot – working on moving it.

- d. A Purchase and Development Agreement has been signed with Carstens Industries. Platting is starting. We have set a goal for June for review by Planning and Zoning, and July for Council approval. We need that for closing so he can get started.

Staff will be meeting next week with the building official to discuss what we need to see in a building permit and site plan.

- a. Staff have had further discussions with the property owner of the downtown redevelopment project. The purchase price and cost sharing of demolition has changed. MADA provided feedback about the possibility of rezoning. We have asked for additional time to explore funding options. MADA agreed this is the best course of action for now.

A.I. #7 NEW BUSINESS

None

A.I. #8 INFORMATIONAL ITEMS

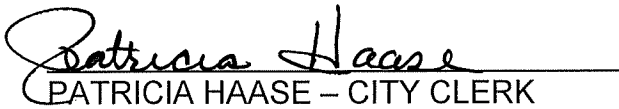
- a. MADA's next meeting is scheduled for Thursday, June 13, 2024, at 6:00 a.m.

A.I. #9 ISSUES OF MADA/COC MEMBERS AND STAFF

None

A.I. #10 ADJOURNMENT

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


PATRICIA HAASE – CITY CLERK