

WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY
City of Wabasha

Minutes of the March 1, 2011, meeting:

BOARD MEMBERS:	Jon Lineweaver	
	Marty Wilson	President
	Atty. Mark Jarstad	Treasurer
	Mayor Rollin Hall	
	Vicki Moore	
	Don Jacoby	
	Charles Bricher	Vice-President
STAFF:	David Schmidt	City Administrator
	Susan Schamaun	City Clerk

The Regular Meeting of the Wabasha Port Authority and Development Agency was held on Tuesday, March 1, 2011, at City Hall and was called to order by Charles Bricher at 4:03 pm.

Roll call found Charles Bricher, Attorney Mark Jarstad, Mayor Hall and Vicki Moore present. Jon Lineweaver and Don Jacoby were present via teleconferencing. Marty Wilson was absent.

David Schmidt reported to Port Authority members that City Attorney Peter Ekstrand advised for Port Authority minutes to reflect the issue to be discussed in Closed Sessions and to also reflect the issue/issues in motions. The minutes of the January 18, 2011, January 31, 2011 and February 8, 2011 have been amended to be in compliance and are submitted for approval with amendments.

After discussion, Charles Bricher and Vicki Moore moved to approve the amended January 18, 2011, January 31, 2011 and February 8, 2011 minutes as submitted. Adopted unanimously.

There was no Treasurer's Report as this meeting was being held prior to bank statements being received.

One bill was presented for payment:

 Visa – Port Authority Board Gift for Steve Scott - \$73.69

Mayor Rollin Hall and Attorney Mark Jarstad moved to approve the Visa bill for the Port Authority Board gift to Steve Scott in the amount of \$73.69. Adopted unanimously.

5.1 NEC – Mediation Results:

At 4:07 pm, Mayor Hall and Vicki Moore moved to go into Closed Session to discuss mediation results in reference to the possible litigation with LHB, Inc. relating to HVAC issues at the National Eagle Center. Adopted unanimously.

At 4:45 pm, Vicki Moore and Attorney Mark Jarstad moved to come out of Closed Session. Adopted unanimously.

Attorney Mark Jarstad will follow up with mediator in reference to LHB, Inc. relating to HVAC issues at the National Eagle Center.

5.2 Report on Site Visits:

Vicki Moore reported on February 16, 2011, she visited Wabasha Discount Store and JLM Specialty Coatings along with Mayor Hall and Marty Wilson. The following was reported:

J.L.M. Specialty Coating Co. LLC:

- In business since 2001
- In Wabasha since 2006
- Business in the last couple of months not as robust as in 2006
- Currently have 13 employees, down from high of 20.
- Does powder coating of parts such as horse corrals, drive shafts, electrical boxes, and furnace parts.
- Recently purchased laser cutting machine and now do specialized metal cutting.
- Expressed concern on property taxes and TIF but discussion help clarify that TIF status does not affect the tax rate of property.
- Expressed concern about cost of medical insurance coverage for employees.
- Labor pool is adequate but trouble finding reliable hard-working employees.
- Has land to expand if business warrants.

Molly Patterson-Lundgren stated there are some tax free programs for things like construction of additions or purchasing of supplies for manufacturing companies through JOBZ. Port Authority gave direction to David and Molly to contact JLM Specialty Coating in reference to JOBZ.

Wabasha Discount Mart:

- Business began downtown in the 1980's.
- Business doing well and really hasn't experienced downturn in the recent recession.
- Approximately 25% of business comes from Wisconsin. Also traffic from Lake City and Plainview.
- Currently has 13,000 sq. ft. of retail space and storage in main building with additional inventory storage off-site.
- Approximately 40% of revenue comes from furniture sales.
- Has 3 full-time employees and 5 part-time employees.
- Open Thursday through Sunday.
- Would like to open a smaller space downtown in addition to current space.

It was felt future business meetings could be set up with Loco Gringos owner, Michael Murray-John, Thomas Industries, Bill Jewson, Covidien, Russell Meyer and Dave Fisk.

RBEG – Rural Business Enterprise Grant Program:

David Schmidt stated Molly has looked at the application for the Rural Business Enterprise Grant Program (RBEG). David stated in order for this grant to be competitive, it needs to be under \$100,000 and the City would have to match it dollar for dollar but there also has to be a designated project. He stated maybe the Anderson House would be a good project. The money has to be reloaned out again if approved.

After discussion, Mayor Hall and Vicki Moore moved to direct staff to apply for RBEG grant to be supported with Port Authority funds as a match. Adopted unanimously.

Mayor Hall and Attorney Jarstad moved to adjourn at 5:10 p.m. Adopted unanimously.

Respectively Submitted:

Susan Schamaun, City Clerk

Date Approved:
