

**WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY**  
**City of Wabasha**

Minutes of the June 6, 2014, meeting:

BOARD MEMBERS:	Vicki Moore	President
	Rolf Thompson	Vice President
	Atty. Mark Jarstad	Treasurer
	Jon Lineweaver	
	Marty Wilson	
	Mayor Rollin Hall	
	Charles Bricher	

STAFF:	Chad Springer	City Administrator
	Patty Heraty	Deputy Clerk

The Regular Meeting of the Wabasha Port Authority and Development Agency was held on Tuesday, June 10, 2014, at City Hall and was called to order by Vicki Moore at 4:00 pm.

Roll call found all members present. Also present was city attorney Peter Ekstrand.

**APPROVAL OF MINUTES:**

**Jon Lineweaver and Rolf Thompson moved to approve the May 13, 2014, regular minutes. Adopted unanimously.**

**TREASURER'S REPORT:**

Chad Springer, City Administrator, presented the financials with account balances and projections.

April 2014 financials were presented. **Jon Lineweaver and Rollin Hall moved to receive and file the May 2014 financial reports. Adopted unanimously.**

**4. PAYMENT OF BILLS:**

The following bills were presented for payment:

- 1) CEDA - \$110.00 – Mr. Rick Howden Services
- 2) Bradley & Deike – Mr. Bob Deike - \$595.00 Re: AMUSA
- 3) City of Wabasha - \$1,000.00 Staff Support
- 4) City of Wabasha - \$7.52 - Postage

**Mayor Rollin Hall and Jon Lineweaver moved to approve payment of bills as presented. Adopted unanimously.**

By unanimous consent item 5.2 was moved up on the agenda.

**KIS Fashions/AMUSA Follow up:**

City Attorney Peter Ekstrand stated that because the business is located outside city limits, legislation does not allow the Port Authority to provide a business subsidy. Peter reported that he has spoken with Bob Deike and he indicated that the city can enter into a joint powers agreement with the county to act as a facilitator. Members were provided a copy of the Joint Powers

Agreement drafted by Peter. He also stated that they need to show an economic benefit to the city and that the council should be involved in the process and the Port Authority should make sure that council support is there. Members discussed the information provided and all members agreed that the project would need to show an economic benefit to the city and that council approval would be also be needed. It was also decided that the Joint Powers Agreement should be approved by council prior to the Business Subsidy Agreement being reviewed and discussed by the Port Authority.

**Mark Jarstad and Rolf Thompson moved to approve the Joint Powers Agreement between the Wabasha Port Authority and the County of Wabasha. Adopted unanimously.**

**Mark Jarstad and Rolf Thompson moved to amend the previous motion as follows: to approve the Joint Powers Agreement between the Wabasha Port Authority and the County of Wabasha contingent upon City Council approval. Adopted unanimously.**

### **K&C Fisheries Update**

Keith and Kate Bell from K&C Fisheries were present and gave an update. Keith reported that they have been back in production for about a week and are currently working on getting several contracts in 3 different markets. He updated members on several projects they are working on. He also stated that he feels they should be able to have a clear schedule of paying back the loan by mid-August.

### **Rolf Thompson – NEC Facilities Report:**

Rolf Thompson provided members with a real estate and facility planning report for 2014 for the NEC. The report identified the following priorities for the NEC:

1. Harriet Housing
2. Eagle Care
3. Cook Eagle Collection
4. Administration & other back of house functions
5. Expanded Education Space

Members discussed the information provided. It was decided that a task force including Rolf Thompson, Rollin Hall and Vicki Moore would meet to further discuss the needs of NEC and visioning process for the adjacent riverfront property before approaching the city council.

### **Grandpa's Barn Proposal Update**

There was no update at this time – the next committee update is scheduled for June 18<sup>th</sup>.

### **National Eagle Center Request To Transfer Funds:**

Don Jacoby is requesting the Port Authority approve transferring the balance of the NEC Capital Campaign funds to the National Eagle Center. Since the final payment of the loan has been made, he is requesting to close the account and transfer all remaining funds to the NEC.

**Marty Wilson and Jon Lineweaver moved to approve transferring all remaining funds in the NEC Capital Campaign account to the NEC and to close out the account. Adopted unanimously.**

### **OLD BUSINESS:**

Marty Wilson informed members that the final hearing for the business park overlay will be on the July council agenda.

The meeting was adjourned at 6:00 pm. by unanimous consent.

Respectfully submitted:

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Patty Heraty, Deputy Clerk