

**EDAP BOARD MEETING
PAYNESVILLE CITY HALL COUNCIL CHAMBERS
DECEMBER 15, 2020
7:00 A.M.**

Some or all members of the EDAP Board may participate in this meeting by telephone or zoom rather than being personally present at the EDAP Board's special meeting place at 221 Washburne Avenue, Paynesville, Minnesota. Members of the public can monitor the EDAP Board meeting by contacting Belinda Ludwig at 320-243-37814 ext. 228 or belinda@paynesvillemn.com by noon on the day prior to the meeting to make arrangements via telephone or zoom.

AGENDA

- I. CALL TO ORDER
 - A. Welcome Tariq, Al-Rifai, City Administrator/EDAP Director

- II. CONSENT AGENDA
 - A. Minutes (page 1)

- III. NEW BUSINESS

- IV. OLD BUSINESS
 - A. Electric Vehicle Charging Station – Ron Mergen will give a verbal report.
 - B. Signage – Ron Mergen will give a verbal report.
 - C. Chamber Bucks – Update – Belinda Ludwig has not had the opportunity to follow up on this to date.
 - D. Future Industrial Park & Mobile Home Park – Ron Mergen will give a verbal report.
 - E. Joint Powers Agreement – Update – Sent new agreement to Paynesville Township for their approval and signatures on 11-10-20, but have not received back to date for Council consideration.

- V. INFORMATIONAL
 - A. Revolving Loan Report (page 5)

- VI. ADJOURN

Members: Mark Dingmann, Don Wiese, Bruce Stang, Chris Stanley, Wayne Nelson, Shawn Reinke, and Len Gilmore. Advisory Member: Tariq Al-Rifai

This agenda has been prepared to provide information regarding an upcoming meeting of the EDAP Board. This document does not claim to be complete and is subject to change.

BARRIER FREE: All EDAP Board meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

REQUEST FOR BOARD/COUNCIL ACTION

BOARDCOUNCIL NAME: EDAP Board

Board/Council Meeting Date: December 15, 2020

Agenda Section: Consent Agenda

Originating Department: Administration

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the October 19 and October 13, 2020 EDAP Board meetings.

ADMINISTRATOR COMMENTS:

BOARD/COUNCIL ACTION:

Motion to approve the minutes from the October 19 and October 13, 2020 EDAP Board meetings.

**MINUTES
SPECIAL EDAP BOARD MEETING**

OCTOBER 19, 2020

The meeting began at 11:00 a.m. at the Paynesville American Legion. EDAP Board members included: Bruce Stang, Wayne Nelson, Chris Stanley and Mark Dingmann. Don Wiese was absent. Council members present were Jeff Thompson, Len Gilmore, Neil Herzberg, and Shawn Reinke. Alicia LaBeau was absent. Others present were Jennifer Welling Administrative Assistant/Zoning Administrator; Liza Donabauer, DDA; Adam Leyendecker, Chamber of Commerce President; Paul Wegner, Police Chief; and Bill Ludwig, Liquor Store Manager. City Administrator candidates included: Faith Goenner, Belinda Ludwig, Alexis Smith, Tariq Al-Rifai, and Christopher Fieldsend.

Lunch was served at the American Legion and staff, Council members and EDAP Board members enjoyed getting to know each candidate.

At 12:00 Noon the EDAP Board conducted individual interviews with the five candidates.

From 4:00 p.m. to 6:00 p.m. the EDAP Board members attended the Meet & Greet at the Paynesville Area Center. At this time individuals could meet one on one with each candidate and had the opportunity to ask them questions.

No decisions were made.

There being no further business, the meeting was adjourned.

**MINUTES
SPECIAL EDAP BOARD MEETING**

OCTOBER 13, 2020

The meeting was called to order by Vice Chairman, Wayne Nelson, Vice Chairman at 7:00 a.m. Members present were Len Gilmore, Shawn Reinke, Mark Dingmann, and Belinda Ludwig, City Treasurer/Acting City Administrator. Bruce Stang, Chris Stanley, and Don Wiese were absent.

Motion was made by Reinke to approve the minutes from the August 18, 2020 EDAP Board meeting. Seconded by Gilmore and unanimously carried.

SIGNAGE

Reinke proposed that the City place a sign at the RV Dump on Lake Ave advertising local amenities.

Motion was made by Gilmore to have Kristin Leither make up a few designs with input from Reinke and Ron Mergen. Seconded by Dingmann and unanimously carried.

CHILDCARE GRANTS

Reinke brought forward a draft resolution creating a childcare grant program. He would like to offer a grant program for those offering daycares as an incentive for childcare provider growth. His thought is to offer a loan that becomes forgivable after so many years and allow for a larger grant if the childcare provider is open extended hours. Everyone liked the idea, but Ludwig asked that it be put on a back burner until possibly after the first of the year due to staff shortages the City is currently experiencing.

CHAMBER BUCKS

Reinke brought forward a plan to purchase chamber bucks for every household within Paynesville as a way to assist all residents from the impact of COVID-19. He originally was interested in using the City's COVID-19 relief money for this and it was determined that, that was not an acceptable use for that money so he is bringing this forward to use EDAP money to purchase \$60 worth of Chamber Bucks for each household which will help each household. And since the money has to be used within the City, it also helps the businesses within Paynesville.

Concerns were raised that this would take a lot of EDAP money and that some of the gas stations located in Paynesville are not locally owned, but rather corporate owned. It was asked how many households there are. Ludwig stated that there are approximately 1,000 households in water billing. This does not take into consideration the number of apartments within each complex. It was asked if the City could give households a credit on their water bill instead; however, this does not help the local businesses. It was also stated that this type of relief does not benefit the industrial businesses at all. Staff is to reach out to the corporate gas stations

and see if they take Chamber Bucks and try to get a solid count of households including occupied apartments.

ELECTRIC CAR CHARGING STATION

Reinke is interested in the City applying for a grant to place an electric car charging station downtown to generate more people to come to the downtown area. Everyone thought this was a great idea and would like Bolton and Menk to continue with the grant request and to research downtown locations to place it.

EDAP BOARD MEMBERSHIP

Discussion was continued from the last EDAP meeting regarding the membership of the EDAP Board. After Dingmann consulted with the Township Board,

Motion was made by Reinke to approve the EDAP Board membership as follows: 2 members from the City Council, 1 member from Township Board, 5 members at large that consist of 1 Chamber of Commerce member, 1 Pay-Del-Co member, 2 chosen from the Township Board and 1 chosen from the City Council. Seconded by Gilmore and unanimously carried.

It was further decided that when the agreement is updated it will be sent to Dingmann to have the Township approve it, then it will go to council. It was further suggested that on the agenda sheets, put each member's position so everyone is aware of each position.

MOBILE HOME PARK

Ludwig stated that this is still in the early stages but that the City has reached out to the new owner of the current mobile home park and he is interested in being a part of this process.

CITY ADMINISTRATOR POSITION UPDATE

Ludwig stated that the interviews are scheduled for October 19th and 20th. The interviews done by the EDAP Board will be on the 19th.

ECONOMIC STATUS OF COMMUNITY

The Eatery at 112 (formerly the Wishing Well) has received their liquor license and plans to open in October.

EXISTING LOANS

All the loans are in good standing. The two City COVID-19 Emergency Relief Loans will start making payments in December.

There being no further business the meeting was adjourned at 8:00 a.m.

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REVOLVING LOAN STATUS REPORT

Date of Update:

12/2/2020

| Business Name | Outstanding Balance | Date of last Payment | Amount of Last Payment | Current/Next Due Date |
|----------------------|----------------------------|-----------------------------|-------------------------------|------------------------------|
|----------------------|----------------------------|-----------------------------|-------------------------------|------------------------------|

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|------------------|--------------|------------|-----------|----------|
| C & S Towing Inc | \$ 65,545.20 | 11/23/2020 | \$ 455.76 | 1/1/2020 |
|------------------|--------------|------------|-----------|----------|

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|---------------|-------------|-----------|-----------|-----------|
| Eats & Treats | \$ 6,312.26 | 11/2/2020 | \$ 180.00 | 12/3/2020 |
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|-------------------------|--------------|-----------|-----------|----------|
| Koronis Lanes Refinance | \$ 23,555.84 | 12/1/2020 | \$ 628.55 | 1/1/2021 |
|-------------------------|--------------|-----------|-----------|----------|

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|--------------------|-------------|------------|-----------|------------|
| Koronis Living LLC | \$ 7,488.70 | 11/23/2020 | \$ 300.00 | 12/13/2020 |
|--------------------|-------------|------------|-----------|------------|

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|------------------------|-------------|------------|-----------|----------|
| Lamb Labor Services #3 | \$ 1,844.62 | 11/30/2020 | \$ 161.72 | 1/1/2021 |
|------------------------|-------------|------------|-----------|----------|

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|---------------------------|--------------|-----------|-------------|------------|
| * Queen Bee's Bar & Grill | \$ 59,502.20 | 8/18/2020 | \$ 1,400.00 | 12/20/2020 |
|---------------------------|--------------|-----------|-------------|------------|

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|-----------------------|---------------|------------|-------------|----------|
| * Safe Basements Inc. | \$ 177,738.82 | 11/20/2020 | \$ 2,590.96 | 1/1/2021 |
|-----------------------|---------------|------------|-------------|----------|

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|---------------------------|---------------|------------|-------------|----------|
| * Savage Land Partnership | \$ 237,690.90 | 10/24/2020 | \$ 1,957.36 | 1/3/2021 |
|---------------------------|---------------|------------|-------------|----------|

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| * Todd & Lauri Lokken | \$ 32,388.36 | 10/16/1902 | \$ 551.70 | 11/17/2020 |
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* Joint Loans w/Township

TOTAL OUTSTANDING

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|----------------|----------------------|
| BALANCE | \$ 612,066.90 |
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LATE PAYMENTS:

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|---------------------|-----------|
| Todd & Lauri Lokken | \$ 235.85 |
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| TOTAL DELINQUENT | \$ 235.85 |
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| CITY REVOLVING LOAN BALANCE (available) | \$ 425,981.54 | 10/31/2020 | <i>(unaudited)</i> |
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|--------------------------|----------------------|-------------------|--------------------|
| CITY EDAP BALANCE | \$ 394,066.39 | 10/31/2020 | <i>(unaudited)</i> |
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| TOWNSHIP LOAN BALANCE (available) | ??? |
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