

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
REGULAR MEETING
THURSDAY, MAY 28, 2015 – 12:00 P.M.**

AGENDA

1. Call to Order/Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. Reports
 - a. Parks and Recreation Board (B. Mayers and Jensen)
 - b. Development Activities (Walz)
5. Action Items
6. Unfinished Business
 - a. Storm Shelters for City's Mobile Home Parks – Status Report (Walz)
 - b. Business Development Prospect #09-12-2014A – Status Report (Walz)
 - c. City of Melrose Business Subsidy Criteria Policy (Walz)
 - d. City of Melrose Billboards – Structure Enlargement (Walz)
 - e. Avian Influenza (Walz)
 - (1) Statistical Impact as of May 21, 2015
 - (2) Council Resolution No. 2015-23, Community Support of the Poultry Industry
 - (3) Community Open House for Avian Influenza
7. New Business
 - a. CentraCare Health-Melrose Presentation (CentraCare Representatives)
8. Informational Items
 - a. Next Meeting
9. Issues of MADA/COC Members and Staff
10. Adjournment

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THURSDAY, MAY 28, 2015 – 12:00 P.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 28, 2015 at 12:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were MADA Members Bob Mayers, Jerome Duevel, George Jensen, Jenny Mayers, Gene Enneking, City Administrator Michael Brethorst and Mayor Joe Finken, along with Community Planning/Economic Development Director Gary Walz. Also present representing CentraCare Health-Melrose were Administrator Gerry Gilbertson, Dr. Kurt Schwieters and Development Officer Julie Baum. There are no active COC members. President Mayers called the meeting to order.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Mr. Jensen, seconded by Mr. Enneking and unanimously carried to approve the agenda as submitted.

A.I. #3 APPROVAL OF MINUTES

A motion was made by Mr. Duevel, seconded by Mr. Finken and unanimously carried to approve the minutes from the April 30 Regular Meeting as amended.

A.I. #4 REPORTS

- a. Director Walz noted that the Parks and Recreation Board last met March 10 and is not scheduled to meet again until July. MADA/Parks and Recreation Board Members Mr. Jensen and Mr. Mayers had nothing new to report at this time.
- b. Director Walz reported there has been no new activity to report on the status of the Tesoro convenience store property. Mason Brothers has a potential candidate to lease the SAVE Foods building which may occur by mid-June. Director Walz also stated that there is no new information on the proposed reopening of Scooter's Bar under new ownership. The individual supposedly interested in reopening the establishment has received the documentation and application for liquor licensing; however, he has not been returned it to the City.

Director Walz commented that he had contacted Mark Zawaski with the real estate department at the corporate headquarters of ShopKo. Mr. Zawaski commented that while researching Melrose, he noted it looks like a nice community and has a lot of the features ShopKo looks for in a location for a new store. However, according to Mr. Zawaski, ShopKo's concern is the City's close proximity to the competition of the Walmart big box store located in Sauk Centre. Typically, ShopKo likes to stay a minimum of 15-20 miles from existing big box stores and Melrose is only a minimum of approximately 8 miles away from the big box store competition. Therefore, unfortunately Melrose is not a market ShopKo is interested in at this time. However, Mr. Zawaski did note that things could change in the future and the company could take another look at it at that time.

Director Walz also reported that he had met with Jeff Koehler of the Belgrade Coop Association following MADA's April meeting. He noted Mr. Koehler had stated during their meeting that as the company becomes more familiar with the operation of Melrose Ag Assets and because the company had not purchased from Melrose Ag Assets the equipment storage building site located on the north side of County Road 65, it may need to construct a storage shed on the south side.

A.I. #5 ACTION ITEMS

None

A.I. #6 UNFINISHED BUSINESS

- a. Director Walz stated there are no new developments regarding the storm shelter projects for the City's two mobile home parks about which to report. He noted that the City Building Official's comments that, in his opinion, both storm shelter project designs appear to be in compliance with the State Building Code as adopted by the State of Minnesota and the City of Melrose had been submitted to Stearns County in March and May 2015. When a concern for the timeline for completion of the storm shelters was raised, Director Walz stated he would contact Erin Hausauer at Stearns County Emergency Services requesting the desired timeline for construction and completion along with any related information.
- b. Director Walz provided a status report on Business Development Prospect #09-12-2014A which involves a parcel in the Melrose I-94 Industrial Park. A potential site plan has been received. At this time, there is nothing further to report.
- c. Director Walz noted that he intended to distribute to each member a copy of the *City of Melrose Business Subsidy Policy* which was adopted by the Council on July 21, 2011. However, due to time constraints, staff was unable to print the document for distribution. It will be provided at the June meeting.

d. Director Walz stated that a sign company with whom the City has previously worked has given a preliminary estimate for the enlargement of the City's two non-commercial billboards and adding a second face to the one on the north side of I-94 near Stearns Electric. The proposed project would entail:

1. The east bound sign on the south side of I-94 is to be increased from 12' x 36' to 12' x 48'. This sign remains a single-faced sign.
2. The west bound sign on the north side of I-94 is to be increased from 12' x 36' to 12' x 48' AND converted to a two-faced sign with an additional face being added to the current backside.
3. While the finished enlarged signs will be ready to accept vinyl sign face coverings, the sign vinyl would be bid separately.

The price includes the following on each:

- Steel beam material & shipping
- Engineered hole depth and steel post size
- Painting beams to blend with existing
- Plywood and framing material for billboard backing
- 8ft x 24" augured hole filled with concrete
- Lift and man basket on site
- Electrical to match existing lights
- Install Labor

The total preliminary estimate for the completed project would be approximately \$34,080.

MADA Member Jensen suggested that staff contact Stearns Electric Association notifying them of the City's intent to enlarge its non-commercial billboard on the north side of I-94. The City has a five-year lease agreement with Stearns Electric which expires in January of 2016.

e. Director Walz presented information on the impact of the Avian Influenza on the poultry industry noting the following:

- (1) The total statistical impact of Avian Influenza according to the United States Department of agriculture as of May 21, 2015 is as follows:

Nationwide flyways:

179	Detections Reported
12/19/2014	First Detection Reported
40,721,073	Birds Affected

Minnesota:

22	Total Number of Counties Affected
94	Total Number of Farms Affected
8,036,732	Birds Affected

- (2) At its meeting on May 21, the Council adopted Resolution No. 2015-23, Community Support of the Poultry Industry.

- (3) On Tuesday June 2, 2015, the Stearns County Disaster Response Action Team will hold a *Community Open House for Avian Influenza* at the Melrose City Center from 2:00 p.m. - 6:00 p.m.

A.I. #7 NEW BUSINESS

- a. Gerry Gilberston, Administrator of CentraCare Health-Melrose, along with Dr. Kurt Schwieters and Development Officer Julie Baum, presented information on a proposed new hospital project and related development activities for the healthcare facilities located within the City. A key component to having a new hospital with related facilities constructed in Melrose will depend on the ability to locally raise 10% of the project cost which is estimated to be at approximately 18 million to 25 million dollars. The 10% local commitment (1.8 to 2.5 million dollars) is a common funding participation observed with the construction of new hospital and related developments in the health care industry.

A motion was made by Mr. Brethorst to table action until staff hears back from Development Officer Julie Baum regarding potential initial community fundraising, with a follow-up in two weeks if MADA or the City do not hear back within that time frame.

A.I. #8 INFORMATIONAL ITEMS

- a. The next MADA/COC meeting is scheduled for Thursday, June 25 at 12:00 p.m.

A.I. #9 ISSUES BY MADA/COC MEMBERS

None

A.I. #10 ADJOURNMENT

A motion was made by Mr. Finken, seconded by Mr. Duevel and unanimously carried to adjourn the meeting at 1:35 p.m.

PATRICIA HAASE – CITY CLERK