

# Rothsay Areawide EDA MEETING

Approved Minutes

ROTHSAY CITY HALL

DATE: **February 21, 2024**

TIME: **7 PM**

## ORDER OF AGENDA

**1.0 Call to Order** by President Heather Weber at 7:00 PM; others present were board members Steph Curtis, Jim Boyce, Craig Sullivan, Travis Olson, and Stacy Honer. Guests: Cecil Mosher, Diane Kunze, and Samantha VanWechel-Meyer

### **2.0 Approval of Agenda**

Amendments to the agenda included 4.2 First Impression Report, 4.3 City of Rothsay Tax Abatement program, 4.4 Donation from LREC, 5.1.2 OTP Bill

**-Motion by Curtis, 2<sup>nd</sup> by Honer to approve the agenda with changes, and carried.**

### **3.0 Approval of Minutes**

3.1 Approval of January 17<sup>th</sup> Meeting Minutes

**- Motion to approve by Olson, 2<sup>nd</sup> by Sullivan and carried.**

3.2 Review and approval of Financials

Sullivan reviewed balances, checking balance: \$42,645.13 savings balance: \$29,469.56

**-Motion to approve by Boyce 2<sup>nd</sup> by Honer and carried**

### **4.0 New Business**

4.1 Presentation from West Central Initiative regarding component fund program  
Smantha VanWechel-Meyer shared information on the component fund program offer through West Central Initiative. The program allows entities to utilize West Central Initiative's 501(c)(3) status. A Rothsay community fund would be established with an advisory board that would allow RAEDA to accept tax deductible donations and apply for grants and other funding that requires a non-profit status. There is a 1% fee or \$300/year minimum cost. WCI handles all the tax-deductible receipts, files the annual 990 form, and invests and manages all funds on behalf of the organization. The RAEDA board will discuss further and contact Samantha with questions before making a final decision.

4.2 First Impression Report – CEDA, March 1 at 11:00 a.m.

Steph applied for a grant through CEDA on behalf of RAEDA and while the grant was not awarded, CEDA offered to do a "First Impression Report" at no charge. A CEDA staff member will be coming to Rothsay on March 1 to assess the community needs and author a report that can be used as a tool for future grant applications. Any RAEDA members available are encouraged to attend.

4.3 City of Rothsay Tax Abatement

Heather shared the "New Construction Tax Abatement Program" being considered by the city. If the program is approved, RAEDA will share the information in future marketing tools and The Enterprise. One suggestion was made to possibly allow for

total rehab projects to have one year of tax abatement. Heather will bring the suggestion to the city council.

#### 4.4 Donation – LREC

Lake Region Electric Coop donated \$240 to RAEDA to be used for Prairie Days.

### 5.0 Committee Reports

#### 5.1 Social Media and Marketing

##### 5.1.1 Newsletter story ideas

Shane is asking for newsletter ideas for the next Enterprise edition.

##### 5.1.2 Bill from Otter Tail Power

The bill for the Enterprise is due. **Curtis made a motion to pay the bill, Honer seconded it, motion carried.**

5.2 Housing and Community Services -Steph attended the OTC Housing Convening meeting on 2/21/24 and will forward the presentation to RAEDA members to view.

5.3 Workforce and Commercial Development – No report

5.4 Events and Fundraising - No report

### 6.0 Old Business

#### 6.1 Home at 214 1<sup>st</sup> Ave NW

The purchase of the home has been finalized. Funding for the construction through SVEDA is pending due to needing additional information regarding the structure of RAEDA and how it relates to the city. Heather and Shane are working out the details with the city. There is a concern of the water lines coming into the home. **Boyce made a motion to authorize a survey of the water/sewer lines of up to \$500, Honer seconded the motion, motion carried.** Olson will line up the survey/camera through Craig Labelle. Steph will contact Carl Crews to ask for a contract for construction and to set up a meeting to discuss details of the project.

#### 6.2 Prairie Days

The Prairie Days committee met on 2/21/24 and will continue to meet each month prior to the RAEDA board meeting.

#### 6.3 – Schleeter Commercial Lot

Jared Nordick gave a quote of \$10,000 to take down and remove the building. After discussion, it was decided to table the decision. Heather is going to bring concerns to the City Council to see if there are any funds available through their budget to assist with this. There are concerns of needing soil abatement due to the nature of the past businesses (implement dealership) housed there.

#### 6.4 – Welcome signs and businesses

Cecil Mosher contacted Signworks and Sign Guys, both out of Fergus Falls. Bids for the signs were \$45 and \$38 respectively. Cecil is going to go back to Signworks to see if they'll match the lower quote. The larger sign with the Prairie Days date will be \$85 to update. Cecil is going to contact local businesses to advertise on the signs at a rate of \$150 for the first year and \$100 annual renewal rate. There are 10 spots available. Cecil is going to contact Lightspeed Electric about getting some solar lights installed on both signs.

### 7.0 Take Away Items

Heather Weber will ask the city about assisting with tearing down of the Schleeter commercial building and bring suggestion regarding rehab tax abatement.

Steph will contact Carl Crews to get a meeting scheduled.

All members are to submit article ideas to Shane for The Enterprise.

**8.0 Adjourn**

**-Sullivan made a motion to adjourn the meeting, Boyce 2<sup>nd</sup>, and carried.**

**Respectfully Submitted  
Stephanie Curtis  
RAEDA Board Member**