

**CITY OF SAINT PETER, MINNESOTA**  
**Economic Development Authority**  
**REGULAR MEETING MINUTES – May 26, 2022**  
**Saint Peter Room – Saint Peter Community Center**

**Call to Order**

The meeting of the Saint Peter Economic Development Authority (EDA) was called to order at 12:02 pm by President James Dunn. Roll call was taken with members Dunn, Keri Johnson, Bob Southworth, and Julie Frederickson in attendance. Members Cory Abels and Brad DeVos were absent. City staff present was City Administrator Todd Prafke.

**Approval of Agenda**

City Administrator Prafke removed the Oath of Office from the agenda. A motion was made by Frederickson, seconded by Southworth to approve the agenda as amended. With all voting in favor the motion carried and the agenda was approved as modified.

**Approval of Meeting Minutes**

A motion was made by Southworth, seconded by Johnson to approve the minutes of the January 27, 2022 meeting of the EDA as presented. All in favor of the motion, the minutes were approved.

**ADA Accessibility Enhancement Grant Funds Award**

City Administrator Prafke explained the process used to evaluate and select ADA Grant recipients. A committee comprised of one member each from the Economic Development Authority, Heritage Preservation Commission and Planning and Zoning Commission was appointed to complete review of the twelve applications received. Prafke stated applications were evaluated based on compliance with the regulations and standards of the Americans with Disabilities Act of 1990 and the amount of foot traffic generated by each business.

City Administrator Prafke stated that five projects were deemed a high priority for funding however, due to the limited budget of \$25,400, only four of the projects would be able to be funded. He indicated the Committee recommended the EDA approve an additional \$8,795.00 in grant money to allow for the funding of five projects for automatic door opening systems submitted by St. Peter American Legion, St. Peter Eyecare Center, Nicollet County Agricultural Society, Subway, and Jakes Pizza.

Frederickson, who served on the application review committee, indicted her belief the process was fair and said foot traffic was extremely important in the committee's recommendation.

A motion was made by Johnson, seconded by Southworth to introduce Resolution No. 2022-02 entitled, "Resolution Recommending City Council Approval Of Central Business District and Commercial District Accessibility Improvement Grants". With all members voting aye, the Resolution was passed and adopted.

### **Non-Payment COVID Loan – YV Service (Yakub Aden)**

City Administrator Prafke reported on the apparent default in repayment on the \$2,879 loan to YV Services LLC (Yakub Aden) which was provided as part of the second round of COVID 19 Micro Loans. Prafke stated that the loan program requirements called for repayment in installments of \$100 per month, beginning March, 2022 until the loan was paid in full and Mr. Aden had only made one payment of \$100 in March 2022 and nothing since. Prafke stated numerous unsuccessful attempts have been made to contact Aden and it appears that YV Services, LLC is no longer operating out of his previously rented space.

Noting the cost of collection through conciliation court, members suggested additional attempts be made to contact Aden and should those attempts fail, further discussion regarding the status of the loan be included on the EDA's September meeting agenda.

### **Reports**

**Southern Minnesota Initiative Foundation (SMIF)** – SMIF has asked the City for a donation of \$1,000 to help support the efforts of their organization. City Administrator Prafke stated that the Community Development Department budgeted for a \$1,000 donation.

### **Project Updates**

City Administrator Prafke reported on the following projects:

- APX has submitted a Conditional Use Permit application to allow for the construction of apartments and an adult daycare on the lot southwest of Hy-Vee located adjacent to Hallett's Pond. Bart Weelborg has purchased property north of Hy-Vee from Northern Con Agg and plans to subdivide the lot into three separate parcels with construction of a strip mall on one of the parcels. City Administrator Prafke indicated that design of the new structure will meet the gateway ordinance.
- There is a pending sale of the Godfather's Pizza building (South Minnesota Avenue) and the proposed purchaser is looking to modify the building into two separate store fronts with apartments on the upper floors.
- Construction of the roundabout at the intersection of Sunrise Drive and West Broadway Avenue is expected to begin in with late summer or early fall.
- The bidding process for the new fire station, with 80% of the bids awarded and construction slated to begin in August, 2022 and project completion expected in August, 2023.
- The City and MnDOT had entered into a contract with Bolton and Menk, Inc. to prepare a corridor study of Highway 22 between Highway 169 and CSAH 20.
- The development on former municipal Parking Lot #5 is estimated to be completed by late fall, 2022.
- Traverse Green Phase #2 is scheduled to begin construction in late June, 2022. The project will be receiving Tax Increment Financing funding from the City.

- The handicap accessibility project, including sidewalks and parking, is nearing completion in Minnesota Square Park.
- The City has received several grants for a roundabout project at the intersection of West St. Julien and Old Minnesota Avenue and the project would require relocation of some public utilities with expenses paid by the City's utility funds.
- Creation Technology continues to work on the expansion of their facility. Once completed, the company plans to add an additional 50 employees.
- Alumacraft is looking to expand on their property located on Gault Street across from their office/manufacturing facility, however, in order to move forward with the project, the site must comply with the City's stormwater requirements.
- An update was provided on the Community Development Director recruitment process which included a public meet and greet during which each candidate will be asked to provide a 3 – 5 presentation which would include answering a question related to Community Development.

### **Adjournment**

With no further business before the EDA, a motion was made by Frederickson, seconded by Johnson to adjourn. All members voting aye, the meeting adjourned at 12:52 pm.