

# KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, July 5th, 2022

Kasson City Hall

12:00PM

MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Kasson Economic Development Authority (EDA) was held at Kasson City Hall this 5th day of July 2022 at 12:00PM.

The following board members were present: Dan Egger, Chris McKern, Kathy O'Malley, and Janice Borgstrom-Durst

Absent: Michael Peterson, Tom Monson, and Jill Moosbrugger

The following staff members were present: Timothy Ibisch- City Administrator

- I. Call Meeting to Order. Egger called the meeting to order at 12:00PM.
- II. Approve Minutes of the Previous Meeting. McKern motioned to approve the previous minutes. Borgstrom Durst seconded.  
  
Ayes (4), Nays (0). Motion carried.
- III. Financial Report. No Financial Report for the July meeting.
- IV. Coordinators Report. No Coordinator's Report for the July meeting.
- V. City Administrators Report. Ibisch presented the Administrators Report. Report included in meeting packet.

**Monson arrived at 12:20 pm.**

- VI. Crop Science Investigation RLF request. Crop Science Investigation is requesting a revolving loan fund in the amount of \$25,000 to be used primarily for the clean-up of the project site once it is acquired. The EDA discussed the project, and there was consensus that the applicant should attend an EDA meeting following the purchase of and closing on the project site before moving forward with the RLF request.
- VII. Recapitalizing the revolving loan fund. Nancy Zaworski, Finance Director, presented to the EDA. Motion by McKern to recapitalize \$75,000 in unspent funds to the Revolving Loan Fund, seconded by O'Malley.  
  
Ayes (4), Nays (0). Motion carried.
- VIII. Transition plan for onboarding the new coordinator to EDA. The new coordinator will start on 7/11, pending housing. Robert Harris III, CEDA, prepared an onboarding packet and shared it with the new coordinator during his visit to Kasson on 6/28. The onboarding packet is included in the meeting packet.
- IX. Other Business/Open Discussion. None.

- X. Items for August meeting. Invite Jeff Littrell to August EDA meeting, pending purchase of the project site for Crop Science Investigation. Update from Mr. Lonzo regarding his project progress.
- XI. Adjourn. McKern motioned to adjourn the meeting. Monson seconded.

Ayes (4), Nays (0). Motion carried. Meeting adjourned at 12:40 PM.

The next meeting will be held at 12:00PM on August 2nd, 2022.

Minutes Submitted by:

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Ian Albers, Community Development  
Assistant

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Dan Egger, EDA President