

PORT AUTHORITY OF WINONA MINUTES

DATE: September 8, 2005

PRESENT: President Cichanowski, Commissioners Thurley, Borzyskowski, Johnson, and Executive Secretary Sorensen

ABSENT: Commissioners Schwab, Glubka and Kiekbusch

1. **CALL TO ORDER – APPROVAL OF MINUTES**

The meeting was called to order at 4:00 p.m. by President Cichanowski. A motion was made by Commissioner Thurley, seconded by Commissioner Johnson, to approve the minutes from both the August 4, 2005 regular meeting and the August 22, 2005 special meeting. The motion to approve both sets of minutes carried with all Commissioners present voting aye.

2. **REMARKS BY THE PRESIDENT**

President Cichanowski had no remarks.

3. **OLD BUSINESS**

A. **Sale of Property to Dawn Singer**

Port Authority Commissioners reviewed a proposal from Dawn Singer to purchase Port Authority property along Fifth Street, part of the Pelzer Street Project area. The offer was \$5,000.00 plus recording fees from Ms. Singer. The public hearing had previously been held and the Port Authority had discussed the value of the property at prior meetings. Ms. Singer was now given an opportunity to present a purchase offer to the Port Authority and she has agreed to purchase the property for \$5,000.00 and also pay the recording costs. Commissioner Johnson asked staff about information related to the fair market value of the parcel. Staff reported the value they were able to substantiate was appraised value of similar sites ranging in the Pelzer Street area from \$17,000.00 to \$20,000.00. However, that did not include an assessment of value with no access. After brief discussion, the motion to approve the resolution was called for a vote. All Commissioners present voted aye. The motion carried.

RESOLUTION # 625

WHEREAS, the Port Authority of Winona, pursuant to Minnesota State Statutes, Section 458.196, did place a notice, a copy of which with proof of publication is on file in the office of the Port Authority of Winona, of a public hearing of the proposed sale of property owned by said Port Authority in a legal newspaper, said hearing to be held to determine

whether it is in the best interest of the district and the people thereof, and that furtherance of the general plan of the Port Authority development and industrial development to sell the land described in Exhibit "A" attached hereto; and

WHEREAS, Dawn Singer has submitted a proposal to purchase said property described in Exhibit "A" which property is owned by the Port Authority of Winona; and

WHEREAS, the Port Authority has investigated the facts of the proposed sale of said land and terms and conditions of said sale, and proposed use of said property and the relationship to the City of Winona and its business facilities of the Port Authority of Winona in general; and

WHEREAS, the proposed project, presented by Dawn Singer, meets the terms and conditions set forth by the Port Authority of Winona as its guide in determining if such proposals are in the best interest of the Port Authority district and the public.

NOW, THEREFORE, BE IT RESOLVED by the Port Authority of Winona:

1. That the Board of Commissioners of the Port Authority of Winona hereby finds, determines, and declares that it is in the best interest of the Port district and the people thereof and in furtherance of the general plan to sell said real estate to Dawn Singer.
2. The actions of the Executive Secretary of the Port Authority of Winona in causing public notice of the proposed sale and in describing the terms and conditions of such sale, which have been available for inspection by the public at the office of the Port Authority from and after the publication of the hearing, are in all respects ratified and confirmed.
3. The property is being sold for \$5,000.00

4. NEW BUSINESS

A. Comprehensive, Downtown and Riverfront Planning Process

Port Authority Commissioners review a request to have the Port Authority allocate \$50,000 from the Port Authority General Fund for the Riverfront portion of the Comprehensive Planning Process. Staff reported that Council had approved an original \$50,000 allocation for an updated City Comprehensive Plan. The City approved an additional \$50,000.00 for a downtown development plan and would also like to include a Riverfront

usage plan funded by the Port Authority. Executive Secretary Sorensen explained that the Riverfront is one of the elements of the Comprehensive Plan. He further noted that a sense of the Riverfront and the zoning use of this property should be explored through the planning process. Commissioners asked about the type of firm that would assist in preparing such as plan. Staff responded that a multi disciplined planning firm could undertake a Comprehensive Plan effort with the components of downtown development and a riverfront plan. Executive Secretary Sorensen also noted that the Assistant City Planner, Joe Barbeau, would also be the staff person assigned to assist in seeing the plan through. After further discussion, the motion to approve a \$50,000 allocation toward the planning process was made by Commissioner Johnson, seconded by Commissioner Borzyskowski. When the question was called for a vote all Commissioners present voted aye. The amendment to the budget was approved as part of the motion and is as follows:

Fund 911 Port Authority General Fund

Revenues

911-39810-0000 Reserved Sources (Budget Only)
Increase by \$50,000

Expenditures

911-46511-3309 Other Professional Services
Riverfront Plan \$50,000

B. Menard Road B Project

The Menard Road B Project was reviewed by the Commissioners and the final construction costs were reviewed. A motion to approve and accept the work was made by Commissioner Johnson, seconded by Commissioner Thurley. Change order #4 for grading restoration was clarified in that the T & M stood for time & materials. After further discussion, a motion to approve the resolution for the project was approved with all Commissioners present voting aye.

RESOLUTION # 626

WHEREAS, a contract was let for the Menard Road B Project; and

WHEREAS, the original contract price for these improvements is \$123,014.66; and

WHEREAS, change orders to the contract price have been issued in the amounts of \$11,765.83, \$3,750.00, \$39,191.38 and \$6,529.68 bringing the contract price to \$185,748.04; and

WHEREAS, the contract has been completed according to the plans and specifications; and

WHEREAS, the final price for the improvements is \$185,748.04.

NOW, THEREFORE, BE IT RESOLVED by the Port Authority of Winona, Minnesota:

1. The Port Authority of Winona hereby accepts the work.
2. The Port Authority approves change orders in the amount of \$61,236.89.
3. The Port Authority of Winona hereby approves the final cost of \$185,748.04.

5. ADJOURNMENT

A motion to adjourn was made by Commissioner Borzyskowski, seconded by Commissioner Johnson. The meeting was adjourned at 4:20 p.m.

Judith Bodway
Economic Development Director