

PORT AUTHORITY OF WINONA MINUTES

DATE: January 12, 2017

PRESENT: Commissioners: Cichanowski, Johnson, Glubka, Borzyskowski, Thurley, Lucas, Hansen and Executive Secretary Sarvi

ABSENT: None

STAFF PRESENT: Community Development Director McMartin, Development Coordinator White, Finance Director Burrichter

1. CALL TO ORDER – APPROVAL OF MINUTES

The meeting was called to order at 4:00 PM by President Cichanowski. A motion was made by Commissioner Borzyskowski, and seconded by Commissioner Lucas to approve the December 8, 2016 minutes. The motion carried with all Commissioners present voting aye.

2. REMARKS BY PRESIDENT

President Cichanowski had no comments.

3. OLD BUSINESS

A. Stormwater Engineering Services

Port staff provided an overview of the two quotes received for stormwater engineering services at the new dock. Staff felt the bids were perhaps a bit high, Community Development Director McMartin requested Commissioners to table any action to allow time for staff to seek alternative bids. Action of the item was tabled with direction to bring additional quotes for consideration to the February meeting.

B. Revolving Loan Fund Report

Development Coordinator White provided an overview of the performance of the Port's Revolving Loan Funds in 2016. White reported that all loans were performing as expected with no delinquencies.

A motion was made by Commissioner Thurley and seconded by Commissioner Lucas to accept the Loan Fund Report. All Commissioners present voted aye.

4. NEW BUSINESS

A. Creative Space for Entrepreneurs

City Manager Sarvi reported that the City had initiated discussions with partners to consider the feasibility of creating co-work/entrepreneur space in Downtown Winona. He mentioned initial conversations included the Chamber, Winona State, St. Mary's with plans to reach out to Winona County, Minnesota State College/SE Tech, business leaders and others.

City Manager Sarvi proposed utilizing City and Port staff along with interns to conduct the necessary research and create a feasibility study/business plan.

The goal of the initiative would be to generate sufficient interest in the project that it would become attractive to the private sector to own and operate.

Commissioner Glubka asked if Winona Waters and the Knitting Mills facility already provided similar opportunities. Staff felt this space would be somewhat different in that it provided more of a technology driven cooperative space with opportunities for assistance and funding for entrepreneurs.

Commissioner Hansen commented, because of the current tight labor market, if a successful start-up would have the ability to expand in Winona.

Commissioner Borzyskowski asked how the initiative might be funded. City Manager Sarvi explained that part of the planning process would include seeking funding partners.

The Port Commissioners indicated a willingness to designate staff time to the effort.

B. Budget Adjustment – Brownfields

Community Development Director McMartin reported that the City of Winona had submitted a successful Contamination Clean-Up Grant application to the MN Department of Employment and Economic Development for clean-up issues related to the industrial site located at 1124 West Fifth Street. Ms. McMartin went on to explain that in order for the Port to administer the grant for a City a budget adjustment would be necessary. She also explained that administration of the grant would have no impact on the Port's budget.

A motion was made by Commissioner Johnson and seconded by Commissioner Hansen to approve the proposed budget adjustment. All Commissioners present voted aye.

C. Main Street Contract

Community Development Director McMartin introduced the 2017 Downtown Main Street Contract for consideration. Ms. McMartin explained that funding of the Main Street organization was included in the 2017 Port Budget.

Della Schmidt, Winona Chamber President, introduced Emily Kurash as the new Main Street Coordinator. Ms. Schmidt went on to report that jobs and businesses in the downtown district had remained relatively steady in 2016. There has been significant investment in building facades and public improvements in the district. Volunteer hours at Main Street had nearly doubled in recent years.

Commissioner Lucas asked about the makeup of the Main Street budget. Chamber President Schmidt responded that the Port provided \$30,000 of the \$80,000 Main Street budget.

Commissioner Thurley asked how many years had the Port been funding Main Street. Ms. McMartin replied we had provided funding for four years.

A motion was made by Commissioner Borzyskowski and seconded by Commissioner Lucas to approve the 2017 Main Street Contract. All Commissioners present voted aye.

D. Sand Request – Hal Leonard

Community Development Director McMartin reported that the Port had received a request from Hal Leonard to “swap” black dirt located at Hal Leonard for Port - owned dredge materials. The black dirt would be utilized by the City for ball fields while the dredge materials would be used by Hal Leonard to surcharge their site.

Commissioner Borzyskowski made a motion to approve the exchange. The motion was seconded by Commissioner Glubka. All those present voted aye with Commissioner Hansen abstaining from the vote.

E. Loan Review

The loan consideration was tabled at the request of the applicant.

F. Dredged Sand Easement – Army Corp of Engineers

Community Development Director McMartin reported that the Army Corps of Engineers had requested permission to place additional dredge materials on Port designated property. The only change to the request was that the Corps of Engineers would now accept responsibility for environmental issues that might be attributed to the placed dredge materials.

Commissioner Johnson made a motion to accept the request from the Army Corps of Engineers. The motion was seconded by Commissioner Hansen with those present voting aye.

5. Financial Report

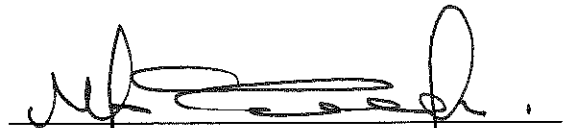
Finance Director Burrichter reported that the financial report provided reflected end of year cash without budget adjustments.

6. Adjournment

Commissioner Lucas voted to adjourn the meeting, seconded by Commissioner Borzyskowski. The meeting was adjourned.



Myron White
Development Coordinator



Mike Gchanowski
President