Trail to the Past. Road to the Future.

ECONOMIC DEVELOPMENT AUTHORITY MEETING

MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
REGULAR MEETING
Monday, November 16, 2026
6:30 PM

1. **Call to Order** ☐ Brian Hindal ☐ Chuck Bradford ☐ Zach Krause ☐ Kim Boyum ☐ Troy Stafford ☐ Bob Soland ☐ Jim Potter

2. **Approve Agenda**

3. **Approval of Meeting Minutes**
   A. October 19, 2026 Minutes

4. **Financial Report**
   A. October 2026 – Will be available at meeting.
   B. USDA Release of Funds

5. **New Business/Old Business**
   A. SMIF Economic Development Grant Update
      i. Mantorville Business Learning Initiative Update

   B. SMIF Taylor Rural Development Grant Update
      i. Application in packet

   C. Building Restoration Corporation
      i. Main Street Limestone Cleaning

   D. Future Meeting Dates Update

   E. Other Items

6. **Adjourn**

Next meeting is scheduled for Monday, December 21, 2026, at 6:30 p.m.

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Mantorville EDA Meeting
November 16, 2026
Agenda Memo

- **New Business/Old Business**

- **Minutes**
  - October 19, 2026 Minutes are in the packet.

- **Financial Update**
  - Kieffer has not begun the process of completing the USDA Release of Funds.
  - October financial report will be available at meeting.

- **SMIF Economic Development Grant**
  - With the awarding of the SMIF Economic Development Grant, the EDA is committed to a $1,000 match for this initiative.
  - Several attempts have been made to schedule a meeting with Chamber leadership but to no avail. Brittany Wilcox, Chamber President, and I did meet and we have determined the next best step is for me to attend the December 2 Chamber meeting to explain the initiative and how this could provide an excellent opportunity for the Chamber to have a shift in focus to providing more local business assistance resources for owners.
  - Julie Kiehne and Kieffer are meeting on Friday, November 13, to look at possible next steps for the initiative. These ideas will be shared with our advisory group for feedback.
  - A message was included in the November utility bill for all businesses to contact Kieffer with contact information for communication purposes. I have only heard from 2 people. I may need to do a more grassroots approach to connecting with all businesses in Mantorville.
  - Facilitation is going to be very important to the success of this initiative. It could require some of the funds to be used for this purpose.

- **SMIF Taylor Rural Improvement Grant Submitted**
  - Riverside Park
    - I have not received any information to date.

- **Main Street Limestone**
  - Analysis of Seim Properties (501, 505, and 509 Main St.), K-MTelcom (511 Main St.), and Hubbell House (502 Main St.) have been received. Before I share the information with the owners, I am exploring grant opportunities for historical register buildings.

- **Future Meeting Dates**
  - The December meeting will be determined at November meeting
  - January 18 meeting date will be changed to Monday, January 25 due to MKL, Jr. Day.
  - February 15 meeting will be changed to February 22 due to Presidents' Day.

- **Other Items**
  - Let me know if you have any items to be added to the agenda.

- The **next meeting is scheduled for Monday, December 21, 2026, at 6:30 p.m.**

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ECONOMIC DEVELOPMENT AUTHORITY MEETING

MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MINUTES
Monday, October 19, 2026
6:30 PM

1. **Call to Order** X Brian Hindal X Chuck Bradford X Zach Krause X Kim Boyum X Troy Stafford X Bob Soland X Jim Potter
   - *Meeting called to order by President Hindall at 6:32 p.m.*
   - *Also in attendance Todd Kieffer, EDA Coordinator.*

2. **Approve Agenda**
   A. *CEDA 2027 Contract Extension added as 5B.2*
   B. *Motion to approve the agenda made by Boyum and seconded by Potter.*
   C. *Motion carried 7-0.*

3. **Approval of Meeting Minutes**
   A. August 17, 2026 Minutes
      i. *Motion to approve the August 17, 2026 minutes was made by Stafford and seconded by Potter.*
      ii. *Motion carried 7-0.*

4. **Financial Report**
   A. October 2026 – Will be available at meeting.
   B. USDA Release of Funds
      i. *Once the release of funds is approved by USDA then the Micro Loan Fund can merge with the Revolving Loan Fund.*
   C. *Motion to approve the October 2026 Financial Report was made by Stafford and seconded by Soland.*
   D. *Motion carried 7-0.*

5. **New Business/Old Business**
   A. SMIF Economic Development Grant Update
      i. Mantorville Business Learning Initiative Update
      ii. *It is really important for us to get a more complete list of all businesses in Mantorville so we can support and promote all businesses and create additional reasons for people to visit Mantorville.*
      iii. *Not all businesses are registered with the City. Put out Utility bill message hoping for business owners to contact Kieffer.*

   B. SMIF Taylor Rural Development Grant Update
      i. Application in packet

   B2. CEDA 2027 Contract Extension
      ii. *Motion to approve the CEDA 2027 contract for 3 days/month was made by Potter and seconded by Soland.*
         - *2026 - $24,590; 2027 - $25,574 (4%)*
      iii. *Motion carried 7-0*

   C. Music in Mantorville Summary

D. Building Restoration Corporation
    i. Main Street Limestone Cleaning

E. December Meeting Date
    i. *We will wait to see what happens at the November meeting to see if anything of importance might become necessary to meet in December. If not, the December meeting will be canceled*
    ii. *January 18, 2027, meeting is Martin Luther King, Jr. Day so the EDA meeting will be changed to Monday, January 25.*
    iii. *February 15, 2027, is Presidents' Day. The meeting will be changed to Monday, February 22.*

F. Other Items

6. Adjourn

A. Motion to adjourn the meeting at 7:25 was made by Potter and seconded by Stafford.
B. Motion carried 7-0.

Next meeting is scheduled for Monday, November 16, 2026, at 6:30 p.m.