

Sherburn Economic Development Authority Meeting Minutes December 3, 2025 - Sherburn City Hall

CALL TO ORDER President Seth Lintelman duly called the EDA meeting to order at 5:00 pm. Members present include Sarah Kramer, Rick Behne, Nicole Behrens, Tom Carruthers, and Ean Sinn. Not present: Tracie Schumann. Also present: Andrea Ballard, EDA Director.

APPROVAL OF AGENDA Motion by Behrens to approve, second by Carruthers. 6-0. Carried.

APPROVAL OF MINUTES Motion by Behrens to approve November 5, 2025 Regular Meeting Minutes. Second by Lintelman. 6-0. Carried.

REGULAR AGENDA

1. CEDA Update – Ballard provided information to board members regarding what CEDA can offer our community as well as what they have assisted various other communities with. Discussion and updates were made to the EDA Priority Plan, including focusing on incentive packages. Discussion continued with directing Ballard to look into how CEDA has benefited other communities from the staff stand point. Specifically, was it worth the money and time and what kind of benefits were seen.
2. Quotes for Tree Removal (Per Townhome Purchase Agreement) – Motion by Carruthers to approve the Thates quote. Second by Behrens. Discussion included checking to see if the quote includes seeding. 6-0. Carried.
3. Delinquent Tax Property Discussion – Prior to any discussion on this topic, EDA Board members asked the two council members, Kramer and Behne, if time was spent on this conversation and it went to City Council, would it have their support at the council meeting as well. Both Kramer and Behne stated “yes”. Discussion began on what would the EDA want to do with a lot, consensus being potentially bring in a house. Two properties were reviewed, 302 S Main Street and 112 S Manyaska Street. Motion by Behrens to table the discussion until a price of a prefabricated home was brought forward and a plan before purchasing any property. Second by Sinn. Discussion included Behrens speaking to Bolton & Menk about infrastructure and Sinn reaching out to Green Acres to find out pricing of a model home on close out sale. 6-0. Carried.

UNFINISHED BUSINESS

- 26 N. Main St. Property Sale – Purchased 3.22.2024 – Start Business by 3.22.2026.
- Elementary School Project
- TLR Committee → Board
- 210 N. Osborne Street House – Discussion including no interested applicants thus far. Recommendation to list on Zillow. Ballard will work on that and Behrens will reach out to construction crews to see if there is any interest.
- Delinquent Tax Properties
- 118 N. Main St. Property Sale – Purchased 3.13.2025 – Start Business by 3.13.2027

ADJOURN – Motion by Lintelman to adjourn at 6:20 p.m. Second by Carruthers. 6-0. Carried.

Andrea Ballard, EDA Director