

Sherburn Economic Development Authority Meeting
May 21, 2025 - 5:00 p.m.
Sherburn City Hall - 21 East First Street, Sherburn MN 56171

CALL TO ORDER Meeting called to order by President Seth Lintelman at 5:00 pm. Members present include Tracie Schumann, Nicole Behrens, Thomas Carruthers, and Rick Behne. Also present include Andrea Ballard, EDA Director and Paul Schoen, Public Works. Sarah Kramer arrived at 5:45.

OPEN PUBLIC COMMENT – No one was present to provide any open public comments.

APPROVAL OF AGENDA Motion to approve agenda by Lintelman. Second by Carruthers. 4-0. Carried.

APPROVAL OF MINUTES Motion to approve agenda with correction to change “sale” to “contract for deed” in the April 21st minutes. Second by Lintelman. 4-0. Carried.

- April 16, 2025 Regular Meeting Minutes
- April 21, 2025 Emergency Meeting Minutes

REGULAR AGENDA

1. 210 N Osborne Street House Update
 - a. Paul Schoen, a Sherburn Public Works employee, came to speak on the wellhead situation. Schoen reported that Amanda Summer from MDH was contacted regarding the intended use of the land that was purchased for the well. Summer was asked if the house and the well could both be on the lot, the response was “hypothetically, yes”. However, in order to get official approval there would need to include an engineered submission for the land use. Well requirements are to be 50 feet from any sewer (closest is 3rd and Osborne intersection) and 30 feet from any wellhead. Schoen gave information regarding when the last two wells were placed, 2017 and 2019, and that they have both passed their first inspections. There was discussion between the board members about the room needed on the property, when a new well would be needed, and what the City would do in the case of an emergency.
 - b. Motion to get Plunkett’s into 210 N. Osborne Street for bat removal for the quoted price by Lintelman. Second by Carruthers. 5-0 vote. Carried. Plunkett’s stated that if there are substantial bat droppings could cost 20k to repair.
 - c. A letter from tenants at 210 N. Osborne was received by City Hall office on May 1st, 2025 stating that tenants were moving out of the property with an anticipated date of July 15th. Tenants are asking for a prorated amount of rent to be paid for the month of July, as the EDA has done with other properties. Tenants will let the EDA Board know an official “out date” once the closing on their home purchase has been finalized. Further discussion: Lintelman would like to acknowledge the money that has been spent has nothing to do with anyone currently on the EDA board, including EDA Director Ballard. Carruthers would like to figure out what needs to be done with the well so they can get rid of the house and then give the

City the land. Lintelman stated the tenants can take whatever time is needed to get out of the house.

- d. Motion to get 210 N. Osborne surveyed by Schumann. Second by Behne. Discussion – Kramer – does it need to be surveyed, or can it just be parceled differently? It needs to be surveyed. Carruthers will talk to people in Fairmont. Schuman rescinded motion.
 - e. Start with an inspection from Harry – once is moved out / August 1st pending tenant occupancy.
2. Minnesota Housing Partnership Initiative - Behrens and Ballard were invited by Martin County EDA to be part of a team attending the MN Housing Partnership Initiative Institute training that will be held over the next 14 months.
 3. Park Grant Information/Update - Grant funds had been received. Ballard reached out to inquire about the initial application and if the equipment purchased needed to be the same. Forrest Ward, SMIF, stated it does not. Finalizing equipment selection is in the works.
 4. Townhome Sale/Survey Update - currently the surveying has been finalized by Bolton & Menk, and the attorney is now reviewing. Motion by Lintelman to get them listed at \$125,000/unit. Second by Schumann. 5-0. Carried. An offer was made to purchase the Lake Street townhomes and the empty lot for \$213,000 to include \$5000 earnest money, cash offer, closing on June 30. Motion to accept the offer by Lintelman. Second by Behrens. 5-0. Further discussion included wanting to get the Cargill Street townhomes inspected. Carried.

UNFINISHED BUSINESS

- Program Review
- 26 N. Main St. Property Sale – Purchased 3.22.2024 – Start Business by 3.22.2026.
- Townhome Property Sale
- Elementary School Project
- Service plan through MN Energy
- Snow/Lawn Care
- TLR Committee → Board

NEW BUSINESS

ADJOURN

Motion to adjourn at 7:00 by Lintelman. Second by Carruthers. 5-0. Carried.

Andrea Ballard, City Clerk/Treasurer/EDA Director