

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

CALL TO ORDER Seth Lintelman called the meeting to order at 5:00 p.m. Board members present included Sarah Kramer, Rick Behne, Thomas Carruthers, Nicole Behrens and Tracie Schumann. Not present: Andrea Ballard, City Clerk/Treasurer/EDA Director.

OPEN PUBLIC COMMENT

APPROVAL OF AGENDA Motion by Schumann to approve the agenda as presented. Second by Kramer. 5-0. Carried.

APPROVAL OF MINUTES Motion by Schumann to approve the meeting minutes as written. Second by Kramer. 5-0. Carried.

- July 16, 2025 Regular Meeting Minutes

REGULAR AGENDA

1. Martin County West Elementary School Discussion
 - Cori and Mark expressed interest in working with the city/EDA to find a use for the school if possible, including potentially the sale of the school or even leasing the school to the EDA - they did note if they went the route of leasing, then the school would remain responsible for maintaining the building.
 - Cori and Mark noted there is already a line item for demolition of the school, but they do not recall exactly how much that line item is - they will discuss what their sale price or lease price would be at the next school board meeting (Sept. 15th)
 - If the school were to be sold, the school district would want to keep the grass on the north side, but they have not discussed whether they would want to keep the land the playground is currently on. They did note the playground is in “working condition” - they stated replacement parts are unavailable due to the age of some of the equipment (approx. 40 years old)
 - If we were to seek creating a space for gymnastics, we would need to utilize both the pool area and the gym - they would be open to potentially then leasing that area from the EDA, they currently pay 15,000/year for the space at the armory.
 - There is asbestos left in the building (tile floors in part of the building and potentially behind the lockers), there is a portion of the roof that leaks (by the library), and there is lead in the water. The pool was shut off due to cost and it’s an old system, but it was working when it was shut off. They believe there is a leak in the pool somewhere and some issues with the tunnel around the pool, but no issues that appear to be structural (did have structural engineer look at it). They believe the pool could be filled in with foam and a floor placed on top to create the space for gymnastics or other purposes. These would be the most significant expenses.

- They also believe a water main comes in from the south and heads east toward the lake that causes some drainage issues - has not been looked into yet
 - HVAC works well.
 - Regarding Ringer Drive - retention pond for the new school is already designed to be bigger than needed so it may be big enough to work for the Ringer Drive development (Derek will look into this, check back in with him before next meeting, but might not have it until the first meeting of October). The school's retention pond will be in the northwest corner so we would need more pipe to reach it - plus they will be creating a bus lane that we would need to go under (depending on when we were able to get the infrastructure done), but the grassland to the left of the old railroad strip will remain (I can show you on the map if you need clarification of what I mean by that)
 - Cori and Mark noted we should consider the different grants and funding available to us if we were to purchase the property vs if we were to lease the property as this may determine which option we prefer and what we choose to do with the property
 - School believes they would be “moved out” of the elementary building in the summer of 2027 - shed will be going to the new school
2. EDA Rental Interest Rate Return on Security Deposits – Information was provided to board members regarding a change in statute that changed the interest rate return percentage from 4.4% to 1%. Administrative staff was unaware of this change and incorrectly returned three tenants. Motion by Carruthers to not require repayment of the previous tenants. Second by Schumann. 6-0. Carried.
 3. 210 North Osborne Street Rental – Motion by Kramer to counter offer \$75,000 for the sale of 210 North Osborne Street and the removal of garage, pay to resurvey the parcel, and all closing costs. Second by Lintelman. 6-0. Carried.
 4. Potential Rental of 403 S. Lake Street for School Construction Manager – Motion by Schumann to rent to Michael Beach for \$1000.00. Second by Kramer. 6-0. Carried.

UNFINISHED BUSINESS

- 26 N. Main St. Property Sale – Purchased 3.22.2024 – Start Business by 3.22.2026.
- Townhome Property Sale
- Elementary School Project
- TLR Committee → Board
- 210 N. Osborne Street House
- Round of Application for EDA Board Member
- Delinquent Tax Properties
- 118 N. Main St. Property Sale – Purchased 3.13.2025 – Start Business by 3.13.2027

ADJOURN Motion to adjourn by Behrens at 5:57pm. Second by Kramer. 6-0. Carried.

Meeting Minutes taken by Nicole Behrens
Formatted by Andrea Ballard