

Joint Meeting
Waterville Economic Development Authority and Waterville City Council
August 26, 2024 at 5:45 p.m.

There was a Special Meeting that the Waterville City Council and Economic Development Authority held in the Council Chambers at 5:45 p.m. on August 26, 2024.

Call to Order / Roll Call/Pledge of Allegiance

EDA Call to Order

Present: President Sue Myers, Commissioners Jennifer Grobe, Sue Mariska, Richard Davis, and William Conlin. President Myers called the meeting to order at 5:45 p.m. noting all members were present.

City Council Call to Order

Present: Mayor Bill Conlin, Council members: Tim Smith, Dave Wollin, and Jennifer Grobe

Also Present are Administrator Teresa Hill and City Attorney Jason Moran.

Mayor Conlin called the meeting to order at 5:45 p.m. Announced present members of Council and Staff and then led the Pledge of Allegiance.

Flood Mitigation Request Notice of Intent and Swift Grant

Administrator Hill relayed that the flood recovery and mitigation has different projects between FEMA and the State. Flood mitigation projects are all voluntary per entities that are involved. The City would have to post a notice of intent if it is an interest to participate in any of the flood mitigation projects, being: elevation, demolition, reconstruction, re-location, or buy-out. This comes in different tiers of cost coverage, Federal being 75%, State 12.5%, and the homeowner being 12.5%. There may be a small amount of flexibility on the homeowner's cost, if the parcel is on a repeat flood damage list of insurance. This damage would have been reported to the State. This is where a Swift Grant could be offered. If this is offered it will be 100% covered. This is dependent on how repetitive their losses are per home. **President Myers** What does this fully mean? **Administrator Hill** replied that if a property has continuous loss with many flood claims, it is placed on a list. Any documentation on flood-related claims will help support the applicant for a Swift Grant to be 100% covered. If the applicant is looking for a Swift Grant the State will have records and the homeowner can provide any additional or all information to the State to see if they would be applicable. In the years past, there had been three elevations and one buyout all being 100% funded due to the State having additional funds to contribute. Ceil Strauss has been a point of contact at the State level. Ceil is available for questions too. The process for these projects is structured for the residents with properties having damaged of 50% or more. There is a pecking order at the State level. Residential properties for buyouts are on top of that list. Then residential homesteaded, and then none homesteaded. Having individual meetings with the homeowners; so, they understand the path to choose, if they are interested in any mitigation projects. It would also be the City's choice to participate. If all parties are in agreeance with any mitigation project. A submission of notice of intent will need to be sent to the State. The intent then would be reviewed and if accepted; invite parties to apply for the mitigation projects. It was stated to me this is normally a 12–18-month process for funding to be fulfilled. In the past it seemed to be a faster turnaround process. As of right now there is one property owner that is interested in a buyout. When a buyout takes place, the property then becomes a green space only. Meaning that it cannot be constructed on. If the Council is thinking about a buyout for a property; consider whether this new green space property fits into the future vision of the City of Waterville. If the Council is in agreeance the property will become City property and it will be removed from the tax roll. The mitigation projects would be best served if submitted on a case-by-case process. In this way, it will expedite those on an individual basis verses then doing a one-time submission with all the projects to the State. Council, EDA, and Staff discussed the timing of different processes in the choices of the homeowner. All these mitigation projects will have regulations set by either or Federal and State that will need to be followed to obtain the funding. During the initial meeting it will be with the homeowners, it would be ideal to have Jason Femrite, City Engineer, and invite Ceil Strauss, State official, to be available for any open questions that the homeowners may still have. The City will reach out to impacted Citizens via, publication, newsletter, and posting on the City web page. **Motion by EDA Grobe Seconded by EDA Mariska** to set up land owner meeting with timing being dictated by City Administrator Teresa Hill when time is ready. **Motion Carried 5-0.**

Flood Recovery

Long-Term Recovery Group

Administrator Hill expressed to Councils that she was reaching out to the Minnesota VOAD. They suggested to compile a group of individuals to help assist with the unmet needs. This would be helpful for all citizens including any non-homesteaded property owners that do not have resource funding tools for them. This group will do a lot of research to obtain volunteer groups, working with State legislators, and obtaining possible grants for future purposes to prevent future flooding. This Recovery Committee would be a four-year commitment. This ideally would be comprised with: City Council Member, two Emergency Management Members, Chamber Member, Business Owner, EDA Member, Primary Resident of the Lagoons, Primary Resident of the White-Water Creek, and myself the City Administrator. Minnesota VOAD's are willing to do a virtual training with this Committee. Within this four-year period, additional data will be supplied from the DNR studies along with the County study being completed. This information will help with future decisions. **Motion by EDA Mariska Seconded by EDA Conlin** to allow the Long-Term Recovery Group as laid out by Administrator Hill. **Motion Carried 5-0.**

Flood Recovery Funds

Administrator Hill presented an application to the Council and Commission. This application is for all City of Waterville residents and businesses that were affected by the flood. If chosen, residents can be awarded up to \$500.00, and Businesses awarded up to \$1,500.00. There will be no exclusions pertaining to if this is a primary or secondary resident. These monies are sourced from the financial donations that were collected at Frandsen Bank and Trust for Waterville flood relief. These applications are available on the City web page or at City Hall. Once the application is received it will be reviewed by a Loan Committee, then presented to the EDA for approval. I would like to see this Committee consist of EDA President Myers, Council/EDA Grobe, and Parks Board Valerie Vail. Discussion took place on the dollar amounts of the loan application and in what way would benefit the citizens most. Also, the best possible way of getting the word out so citizens know how these funds that were donated are being distributed. **Motion by EDA Grobe Seconded by EDA Myers** to set the amount for residents up to \$500.00 and up to \$1,000.00 for a business. **Motion Carried 5-0. Motion by EDA Mariska Seconded by EDA Conlin** to approve Sue Myers, Jennifer Grobe, and Valerie Vail to be the Loan Committee. **Motion Carried 5-0.**

Small City Development Repayment Funds

Administrator Hill relayed that the City received \$50,000.00 for the Small Cities development program from the County. It is being requested that the City Council will allow these funds to be governed by the City of Waterville's EDA. Hill recommended to the EDA that two \$25,000.00 8-year deferral loans would be ideal for the possibility of elevating two homes. This loan would be forgiven after 8 years if those applied owners still reside in the home for the full 8 years. If this home is sold prior to the 8-years; the entire balance borrowed or remaining would need to be satisfied by the Homeowner. This Grant would be similar as those awarded in the past except it would not be based on income restrictions. There is also the availability for the applicants to have an early payment discount. Residents that have been displaced will take precedence over other applicants. The same Committee that is overseeing the Flood Recovery Funds will also oversee these applications. **Motion by Council Smith Seconded by Council Wollin** for the Council to transfer the \$50,000.00 fund to the Waterville EDA for administration to the Small City Development Repayment Fund. **Motion Carried 5-0. Motion by EDA Mariska Seconded by EDA Myers** to accept the \$50,000.00 transfer for Small City Development Repayment Funds with following the reloan process as previously stated. **Motion Carried 5-0.**

Administrator Hill mentioned that the City is currently in the funding of a Small City Development Grant right now; that is close to ending. When speaking to the Grant Administrator they had about 5-7 properties that did not benefit from it and dropped out of the application process. They ran out of time for the funding requests. So, the Grant Administrator had reached out to the State via letter to request an extension on those funds. This holding the purpose of flood recovery. Thursday of next week we will know more if this funding will be available, if this is approved this will open a new pot of money. This application will have income restrictions, unless the State is wanting to change those restrictions. If or when this comes to fruition the EDA will not have anything to do with this. The Grant Administrator is already reviewing those applicants previously. But we would want to supply this information for guidelines that they should contact Minnesota Valley Action Council for an application to run through the process.

Lions Club Disaster Grant

Administrator Hill conveyed that the Lions Club worked extremely hard to get \$20,000.00 donated for building materials. The Waterville Building Center has been set up to be the distributor of the materials. This application

will be open to all Waterville residents. For the first two weeks, the families that have been displaced will take precedence and then it will be open for all other residents. As of right now, the Building Center will be providing insulation, polly, and mold spray. This is based on approval of the Grant application of Building Materials. This will also be overseen and approved by the same committee as the Flood Recovery Funds. **Motion by Council Grobe Seconded by Council Wollin** to approve the application process of two weeks for the Lions Club Grant application process. **Motion Carried 5-0.**

Rebuild Assistance

Administrator Hill expressed that the Minnesota VOAD has a group of tradesmen listed for rebuild assistance, these people are vetted by the State. It would be beneficial to the citizens to put in for this additional type of assistance. This assistance can come in building material and or assistance with the rebuilding. If this form of assistance is needed, the citizen would have to reach out to City Hall and ask to speak to me along with agreeing to be put on this list. In this way, they are in communication with licensed tradesmen. This will also be posted on the City of Waterville web page along with the news letter with all the additional funding options.

City Council Adjourn

Mayor Conlin opened the floor for any further conversation for the City Council. No additional discussion took place. **Motion by Council Smith Seconded by Council Wollin** to Adjourn City Council at 6:58 pm **Motion Carried 5-0**

William Conlin, Mayor

Teresa Hill, Administrator-Clerk

Motion by EDA Myers Seconded by EDA Mariska to take a five-minute break. **Motion Carried 5-0.**

President Sue Myers, called the meeting back to order at 7:07 pm.

Motion by Mariska Seconded by Grobe to approve minutes. **Motion Carried 5-0.**

Loan Approval

Administrator Hill conveyed this application is looking for approval for a loan in the amount of \$8,000.00 to \$8,686.00 with an interest rate of 3%, and a term of eight years. The loan was reviewed. **Motion by Conlin Seconded by Mariska** to approve the requested loan and the payment schedule listed. **Motion Carried 5-0.**

Waterville Challenge Update

Administrator Hill expressed to the EDA that the Waterville Challenge launch had been put on hold due to the weather conditions. Jeff Jarvis has been working on the media release, which is still in need of numbering per challenge location. There was a discussion between EDA and staff about when to launch this event. Concluding to launch the Waterville Challenge this fall.

Fire Hall Update

There was a discussion between EDA and staff about the design phases of the Fire Hall. An attempt to set up a meeting with the Fire Hall Committee along with EDA soon to present the possible plans of the building the Fire Committee is ready to share. No date was set at this time to accommodate this meeting.

Adjourn

Motion by Mariska Seconded by Grobe to adjourn. The meeting adjourned at 7:26 pm **Motion Carried 5-0**

Sue Myers, President

Teresa Hill, Administrator-Clerk