

EAST BETHEL ECONOMIC DEVELOPMENT AUTHORITY (EDA) MEETING
January 21, 2025

MEMBERS PRESENT: President Julie Lux, Vice President Tom Schulzetenberg, Mayor Ardie Anderson, Council Member Suzanne Erkel, Catherine Lancrain, Brian Bezanson.

MEMBERS ABSENT: None.

ALSO PRESENT: Matt Look, City Administrator

1.0 – Call to Order

President Lux called the regular meeting of the EDA to order at 7:00 pm.

2.0 – Adopt Agenda

Bezanson moved and Schulzetenberg seconded to approve the agenda as presented. Lux asked any discussion? To the motion, all in favor say aye. **All in favor.** Lux asked any opposed? That motion passes. **Motion passes unanimously.**

3.0 – Consider Re-Appointment of Tom Schulzetenberg

Look stated that Tom Schulzetenberg has served on the East Bethel EDA since February 2019 and his current appointment expires on January 31, 2025. Look noted that it is customary for Mr. Schulzetenberg to indicate if he is interested in seeking to serve another term. If reappointed, Mr. Schulzetenberg's new term would expire on January 31, 2031.

Schulzetenberg stated that he would be willing to be reappointed if the Council would like him to.

Lux stated I'll make a motion to approve a recommendation to the City Council to re-appoint Tom Schulzetenberg to the EDA for an additional term. Bezanson stated I'll second. Lux asked any discussion? To the motion, all in favor say aye. **All in favor.** Lux asked any opposed? That motion passes. **Motion passes unanimously.**

4.0 – Election and Appointment of Officers

Looks stated that per the EDA By-Laws, the officers of the Authority shall consist of a President, Vice-President, Treasurer, Assistant Treasurer, and a Secretary. A Commissioner must not serve as President and Vice-President at the same time.

Look noted that the EDA By-Laws state the Treasurer shall be the Executive Director of the Authority and that the Executive Director shall be the City Administrator. The EDA By-Laws state the Assistant Treasurer will be the City Finance Director.

Look added that the EDA Officers for 2024 were as follows:

President: Julie Lux

Vice-President: Tom Schulzetenberg

Treasurer: Matt Look (as specified by EDA By-Laws)

Assistant Treasurer: Mike Jeziorski (as specified by the EDA By-Laws)

Secretary: Carrie Frost (appointed by the EDA)

Look stated that staff recommends the EDA elect a President and Vice President and elect/appoint a Secretary to serve from February 1, 2025, through January 31, 2026, and designate the City Administrator to serve as Treasurer and the City Finance Director as Assistant Treasurer.

Lux stated that she would be happy to serve as president again.

Bezanson stated I'll make a motion to elect Lux as President, Schulzetenberg as Vice President, Look as Treasurer, Jeziorski as Assistant Treasurer, and Frost as Secretary. Erkel stated I'll

second. Lux asked any discussion? To the motion, all in favor say aye. **All in favor.** Lux asked any opposed? That motion passes. **Motion passes unanimously.**

5.0 – Declare EDA Vacancy

Look stated that Suzanne Erkel served on the EDA as a Council-appointed member since 2023. She was appointed to a partial term, filling the vacancy created when Dan Butler resigned from the EDA in 2022. Given Ms. Erkel was elected to the City Council, this has created a member vacancy.

Look stated that staff is recommending the EDA declare a vacancy and authorize the advertisement for recruitment.

Lux asked if they would need to wait until the next EDA meeting to hold interviews for interested parties.

Look suggested that they collect applications as they come in, then at the next EDA meeting, they can call the interested parties in and ask them questions regarding why they would like to serve, what talents they could bring to the table, etc. Then the EDA can make a recommendation to the City Council to appoint the best fit, and the Council can decide from there if they want to take the recommendation or not.

Bezanson stated I'll make a motion to declare an EDA vacancy. Erkel stated I'll second. Lux asked any discussion?

Schulzetenberg asked if this vacancy would continue to 2027, then have another re-appointment after that.

Look stated he believes it would be for the remainder of the balance of this term, and they could seek re-appointment at that time, which would be January 31, 2027.

Lux asked if the 6-year term was a State mandate. Look stated that it is in State Statute. To the motion, all in favor say aye. **All in favor.** Lux asked any opposed? That motion passes. **Motion passes unanimously.**

6.0 – Approve December 16, 2024, EDA Minutes

Erkel and Anderson stated they would be abstaining because they were not present for the meeting.

Bezanson moved and Schulzetenberg seconded to approve the December 16, 2024, meeting minutes as written. Lux asked any discussion? To the motion, all in favor say aye. **Lux, Schulzetenberg, Lancrain, Bezanson – Aye. Anderson, Erkel - Abstain.** Lux asked any opposed? That motion passes. **Motion passes.**

7.0 – Master Plan Proposal Highway 65 R2-B2 Rezoned

Look stated that the City has approved a contract with Landform to assist in taking over the duties previously done by Berg prior to his departure from the City.

Look stated that Anoka County is putting on an Economic Summit in Blaine where they will be chatting with people who may be interested in development or relocation to East Bethel.

Look stated that the water treatment, well, and water tower will feed the schools and hook them up to City sewer and water services.

Look presented ideas to the EDA regarding updating a fly-over, ghost platting, and EDA dollars that can be used to acquire land.

Bezanson stated that if a plot of land does not have City water, it restricts what can be developed there.

Look and the EDA reviewed the rezoning map as included in the EDA's packet.

Look estimated that an updated fly-over costs around \$1,000 or below if they were interested, and a Master Plan might cost around \$5,000.

Lux stated that one of her goals for the EDA this year is to get their available site information back up to speed on the East Bethel website.

Bezanson stated that East Bethel has great land to build on. Lux stated she would love to get the word out with marketing to encourage development.

Anderson stated that the land on 217th Avenue is an ideal industrial park area.

Look stated that right now the Met Council is interested in increasing the flow rate to their plant and is supportive of the work they are trying to achieve.

Bezanson asked questions regarding a map presented to the EDA.

Look stated that they can put this item on the City Council's agenda to talk through the budget or Master Plan used to promote this area.

Lux asked if they could add a map of available site information to the City website to give more information for an economic development and citizen tool.

Lux stated I'll make a motion to commit funds to do an updated fly-over video and discuss adding an available site information map when the City website is updated. Erkel stated I'll second. Lux asked any discussion?

Erkel asked if they would get multiple bids to get the fly-over done. Look stated they could investigate 3 options to consider getting good value.

To the motion, all in favor say aye. **All in favor.** Lux asked any opposed? That motion passes. **Motion passes unanimously.**

8.0 – City Council Report

Look stated that the first City Council meeting of the year discussed mainly organizational items, but they will get busier as time goes on.

Lux asked if the contract with Landform only covers planning items or if it will cover community development as well. Look stated it is just for the planning side of things, and they will also recommend changes to the City Code as needed.

Bezanson asked who the official newspaper for East Bethel is. Look updated that it is no longer the Anoka County Union but is now the Isanti-Chisago Star.

Bezanson asked what drove the decision to switch newspapers. Look stated that price was a big determinant and that many citizens view newspapers online today.

Lux asked if the City could have a LinkedIn page. Look is unsure if they can, but they can look into it.

Look stated he will keep the EDA updated on if any applications come in and when those interviews will be held.

9.0 – Adjournment

Erkel moved and Schulzetenberg seconded to adjourn at 7:57 pm. To the motion, all in favor say aye. **All in favor.** That motion passes. **Motion passes unanimously.**

Submitted by:

Lilian Rokosz

TimeSaver Off Site Secretarial, Inc.