

**Lanesboro Economic Development Authority  
Regular Meeting Minutes  
Thursday, June 5, 2025 – 10:45 a.m.  
City Council Meeting Room & Zoom**

**Present Members:**

☒ Mindy Albrecht-Benson   ☒ Michael Boho   ☒ Tom Pursell   ☒ Linda Tacke   ☒ Kathryn Wade

**Staff:**

☒ Mitchell Walbridge   ☐ Darla Taylor   ☒ Michelle Marotzke

**Guests:**   Bonita Underbakke, Joe Goetzke; *Via Zoom:* Sarah Peterson,

**Call to Order:** Member Pursell called the regular meeting to order at 10:45 a.m. Member Tacke and Member Wade joined via Zoom.

**A. Agenda Approval:** Administrator Walbridge added item C under New Business. Member Boho entered a motion to approve the agenda as presented; Member Albrecht-Benson seconded the motion. Member Albrecht-Benson stated that Member Wade is not a voting member for this meeting pursuant to [MN Statute 13D.04](#). Roll Call was taken, and motion carried with all in favor.

**B. Public Comments:** No public comments were shared.

**C. Consent Agenda:**

- a. Minutes of the Regular Meeting, May 1, 2025
- b. May Financials

Member Albrecht-Benson entered a motion to approve the Consent Agenda; Member Boho seconded the motion. Roll Call was taken, and motion carried with all in favor.

**Department Reports**

**A. EDA Director Report:** Member Pursell introduced Michelle Marotzke as the new EDA Director for the cities of Lanesboro and Preston. Marotzke provided a brief introduction and is becoming familiar with local projects and partners.

**B. City Council/City Administration:** City Administrator Mitchell Walbridge provided an update to the EDA Board.

- The Comprehensive Plan received great feedback from the public survey. It has been re-opened because the project is ahead of schedule, so there will be additional marketing of the survey over the upcoming weekend and weeks. It will close again on June 23rd, and the data will be
- The Legislature is going into special session and there is a provision to cut Local Government Aid. This funding is necessary for city operations throughout the state, and if cut, it may have to be recovered through a tax levy. The Minnesota League of Municipalities has been very vocal about this.
- The Legislature also considered changes to ordinances such as parking and housing. Those have been paused but will likely come back in the next session.
- The Local Option Sales Tax moratorium is expiring, and there does not appear to be interest in extending it. The current LOST for Lanesboro expires December 21, 2025, and is a good revenue option to help pay for roadways and sidewalks. If the moratorium is not extended, the renewal process would start in July for an anticipated January 2026 implementation.
- Highway 250 project – hoping that it will be on the special session agenda. If not, the process of getting into the queue for the Governor’s Bonding Bill for 2026 will start soon.

**B. Chamber of Commerce:** Executive Director Joe Goetzke presented an update to the EDA Board.

- Businesses have been busy in May and hopefully that continues throughout the summer.
- Several ribbon cuttings were held in May, looking forward to seeing those businesses do well.
- There was a Coffee with Mary event, walking tour and happy hour.
- There was a 30% increase in visitors to the Visitor Center compared to May 2024.

- The website showed a 17% increase in users and a 16% increase in views.
- The Lanesboro Talking Trail will officially launch on Saturday. There are signs with QR codes throughout the trail, and it was created through partnerships with local author and historian Steve Harris, and grant funding was received to create the trail.
- Rhubarb Fest is this weekend.
- Echoed the information about the Local Option Sales Tax and its importance for revenue generation.
- McGivern's Main Streets is a Wisconsin PBS show that will be filming an episode about Lanesboro in mid-June. It is broadcast all over the Upper Midwest and businesses that do not make the final cut will still have their piece aired on various social media outlets. It should air in time for people to make their summer plans in 2026.

**C. School Board:** Sarah Peterson, Lanesboro School Board member, presented an update to the EDA Board.

- School is out for the summer.
- Keeping an eye on the legislative session, there are many reductions in education. Special Education, library aid and school lunch are seeing significant reductions. The school operates very conservatively so it is expected they will weather this.
- Teacher negotiations have been completed, more information to come at the next meeting.

### **Revolving Loan Fund**

Administrator Walbridge shared that the Sparrow Valley Property, LLC loan is now current. The only loan in past due status is Driftless Trading Post, LLC. Administrator Walbridge has been following the collection process to secure the past due balance. The City Council approved the \$40,000 loan to Kris Paxton which will be moved forward to USDA for authorization and disbursement. There was clarification on the status of collateral for this loan. Director Marotzke shared further information about business education and engagement for RLF clients as well as the broader business community.

### **Continued Business**

#### **New Business**

- EDA Workplan:** Director Marotzke shared some items from the existing workplan and her ideas for ways to move this forward. There may be opportunities for this Board to engage as well as other organizations such as the Southern MN Initiative Foundation and the Small Business Development Center. Marotzke will work with Administrator Walbridge to use this workplan as a guide and reframe it into short-, mid- and long-term goals. They will also research the cost to update the Housing Study as the last one was in 2018.
- Consider Request to Extend USDA Revolving Loan Fund Grant:** There is a grant award of \$99,900 that is supposed to be fully disbursed by July 2025. As this has not been done, a one-time extension can be granted to July 2026. Motion made by Member Boho to submit the extension; Member Albrecht-Benson seconded the motion. Member Tacke left the meeting, but a quorum was still present. Motion carried with all in favor.
- Consider Recommendation to Submit an Application for the Greater Minnesota Housing Infrastructure Grant Program:** Staff is working with G-Cubed to apply for a grant, due June 12<sup>th</sup>, that will provide up to 50% of the funding for infrastructure development to the Valley View development area. A Resolution is required for the application process, and a special City Council meeting is expected to be called to finalize the Resolution. Motion made by Member Albrecht-Benson to submit the extension; Member Boho seconded the motion.

**Next Meeting:** Thursday, July 3, 2025, at 10:45 a.m.

Member Pursell adjourned the meeting at 11:30 a.m.

Respectfully submitted,

Michelle Marotzke  
City of Lanesboro  
Economic Development Director