

City of Merrill
Redevelopment Authority (RDA)

Tuesday, March 7th, 2017 at 8:00 a.m.
City Hall Common Council Chambers

RDA Present: Bill Bialecki, Ryan Schwartzman, Tim Haight, Jill Laufenberg,
Clyde Nelson, Karen Karow, and Tony Kusserow

Others: Alderperson Mary Ball, City Administrator Dave Johnson,
Finance Director Kathy Unertl, City Attorney Tom Hayden,
Public Works Director Rod Akey, City Building Inspector Darin
Pagel, Kristen Fish from Redevelopment Resources, Ken Maule
from Lincoln County Economic Development Corp. (LCEDC),
City Clerk Bill Heideman, Dan Frick from Mitchell Metal Products,
and Gary Schwartz from Gateway North LLC

Call to Order: Chair Bialecki called the meeting to order at 8:00 a.m.

Consider approval of meeting minutes:

Motion (Schwartzman/Laufenberg) to approve the RDA meeting minutes from February 7th. Carried.

Public Comment: None.

Consider 2017 water and sewer utility improvements (within ½ mile of Tax Increment District No. 8 boundary) to facilitate manufacturing expansion at Mitchell Metal Products (905 S. State St.):

Dan Frick from Mitchell Metal Products highlighted the about 15,000 sq. ft. addition for manufacturing and warehousing. Frick emphasized that the expansion was critical for serving their customers.

Utility improvements are needed for fire suppression /sprinkling and installation of new restrooms. These water and sanitary sewer main improvements are estimated at about \$20,000. Work would either be done by City Water Utility and/or contractor(s) hired by the City of Merrill.

Unertl highlighted the TIF development incentive overview information regarding job creation. Five seasonal employees are in process of becoming permanent. There is potential for creation of fifteen to twenty additional future jobs.

Motion (Schwartzman/Haight) recommending authorizing 2017 water and sewer utility improvements to facilitate manufacturing expansion at Mitchell Metal Products (905 S. State St.) – TID No. 8. Carried.

Consider potential timeframes and parcels to include for Tax Increment District No. 3 boundary and plan amendments to facilitate commercial business expansion:

Three tax parcels are proposed to be added to TID No. 3 including: AmericInn hotel, vacant lot to north of the existing hotel, and the Subway parcel which is over half vacant land. The existing Econolodge hotel parcel is included within TID No. 4.

Unertl noted that the details of the potential commercial business expansion would be discussed in closed session.

Proposed timing for TID No. 3 boundary and plan amendments would be public hearing at the Redevelopment Authority on Tuesday, April 11th at 6:00 p.m. with a Special Common Council meeting on Tuesday, April 25th at about 6:15 p.m. There would also need to be various public notices, as well as Joint Review Board meetings.

RDA meeting: Next RDA meeting is scheduled for Tuesday, April 11th at 6:00 p.m.

Bialecki read the following notice:

The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider:

- a. Potential TIF development incentives and potential purchases of properties in TID No. 3 to facilitate new commercial developments
- b. Consider approval of closed session meeting minutes from January 3rd

Motion (Schwartzman/Laufenberg) to move to closed session. Motion carried 7-0 on roll call vote at 8:12 a.m.

Unertl distributed the closed session meeting minutes from January 3rd. **Motion (Bialecki/Schwartzman) to approve the closed session meeting minutes from January 3rd.** Carried. Unertl and Johnson reported that the new development would be occurring at a leased building that will be constructed on vacant land outside the City of Merrill.

There was extensive discussion regarding potential commercial business expansion, including potential remodeling and expansion plans, potential utility improvements, need for combination of separate tax parcels, and potential TID development incentives. The potential for additional redevelopment or new development in surrounding area was also discussed.

City staff will continue discussion and negotiation with the developer. A proposed development agreement and RDA resolution would be drafted for review as part of the consideration of Tax Increment District No. 3 boundary and plan amendment process.

Adjournment: Motion (Schwartzman/Karow) to adjourn at 9:25 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl