

Rothsay Areawide EDA MEETING

Rothsay City Hall

June 18, 2025

Approved Minutes

Prairie Days Planning meeting

6:00 pm

ORDER OF AGENDA

1.0 Call to Order by President Stephanie Curtis at 6:00 pm; others present were Board Members Cecil Mosher, Heather Weber, Stacy Honer, John Reber and Jim Boyce. Rachel Puff joined the meeting at 6:24 pm. Guests present: Mayor Shane Balken, Rita Olson, John Ophoven, Angie Motz and Noah Wendland.

2.0 Committees

2.1 Social Media and Marketing

- Facebook post engagement has been good.
- Banners are up; south banner will be moved to park on Saturday.
- Newspaper articles and ad have been printed along with a story and schedule in the Enterprise.
- Radio spots are running, and the interview will be aired either Thursday or Friday.

2.2 Events

- Schedule of events reviewed with guests present.
- Friday events of Lions picnic, food drive and vision screening along with youth theatre and fireworks all set.
- Saturday events reviewed in detail. 5K still looking for more volunteers. Heather will volunteer (volunteers should report to school by 7:15 am). Pedal Pull registration will start at 8:30 and will be held in the north (small) parking lot of New Life Church. Jon Ophoven will assist in getting access to the parking lot blocked off.
- Parade start time will be 10:00 am with the line up starting at approximately 9:15
- Park events are all set; the vendor layout will be set up on Friday evening. Shane will confirm that food vendors will be selling beverages.
- Due to the forecast Stacy will contact the Rental Store to see about renting a mister.
- Kids activities will feature races, yard games, prize giveaway and potentially a scavenger hunt.
- Car Show is all set, Noah reported that they will be shuttling people up to the park if they wish to go there to purchase food and such. They will have raffles, trophies, prizes and free registration.
- Bingo is set, Rachel will call Bingo, John will assist with set-up and Heather will assist as well.
- Kinda-Like Olympics will have 4 person teams; some games may move indoors if windy. Angie from the Powerhouse approved.
- Street Dance is set; this will be the 50th anniversary event.

- Sunday Church service will feature a band.
- 2.3 Sponsors and Fundraising
- Sponsors tickets for street dance have been provided to Cecil, EDA will reimburse the TC's for any used.

2.4 Volunteers

- Current volunteers by event include:
 - 5K: Reber, Weber, Puff and Chad
 - Parade: Puff and Chad
 - Vendors: Balken, Curtis
 - Kids Games: Curtis
 - Watermelon Feed: Balken, Puff, Chad, Reber
 - Bingo: Puff, Weber, Reber
 - Kinda Like Olympics: Honer and recruited assistance

3.0 Old Business

3.1 Tee Shirts

- Mistee's is making the shirts, waiting on information on pickup time/location

3.2 Schedule and location of events

- Discussed in committees

3.3 Street Dance/All School Event

- Discussed in committees

4.0 New Business

4.1 Event budget

- No report

4.2 Post event meeting

- July 16th at 6pm we will have our final Prairie Days meeting where we will have a Post Event review

5.0 Action Item Takeaways

- **Weber** to check with Jordan Barry regarding availability of bingo daubers.
- **Weber** to check with Jordan Barry about chicken and parade.
- **Curtis** to follow-up with Misty Boots for t-shirts.
- **Honer** to pick up cash box starting funds.
- **Honer** to check on availability and cost of rental mister for East Park.

6.0 Adjourn

Motion to adjourn by Honer, seconded by Boyce. Motion carried at 6:32 pm.

Rothsay Areawide EDA MEETING

Rothsay City Hall

June 18, 2025

Approved Minutes

Regular Meeting

7:00 pm

ORDER OF AGENDA

1.0 Call to Order by President Stephanie Curtis at 6:00 pm; others present were Board Members Cecil Mosher, Heather Weber, Stacy Honer, John Reber and Jim Boyce. Rachel Puff. Guests present: Mayor Shane Balken, Brian Stanslaski, Heather Reber.

2.0 Approval of Agenda

3.0 Approval of Minutes

3.1 Approval of May 21 meeting minutes and June 4 Prairie Days meeting minutes

- Tabled until July Meeting

3.2 Review and Approval of Financials

- Checking account balance is \$2,221.89, savings account balance is \$9,553.93. **Motion to approve the financial report by Mosher, seconded by Boyce. Motion carried.**

4.0 Committees

4.1 Social Media and Marketing

- Covered during Prairie Days Planning meeting

4.2 Housing and Consumer Services

- Covered in agenda item 6.1

4.3 Workforce and Commercial Development

- No report

4.4 Events and Fundraising

- Information on the cookbook fundraiser was sent out in the Enterprise. We will need to form a committee to work on this project following Prairie Days.
- Heather Reber gave a brief review of the Children's Theater Event schedule for Friday as she was unable to attend the Prairie Days planning meeting. The performance should last about 20-25 minutes and they have approximately 30 youth participating.

5.0 Old Business

5.1 Home at 214 1st Ave NW-closing and final financial report

- House is sold and finalized.
- Closing costs were \$13,672, EDA received a check back of \$400 for utilities and propane prorating.
- Still waiting on two rebates to be processed, for lighting and insulation.
- Once rebates are received, we should create a full spreadsheet to review final cost/benefit analysis.

5.2 Breakfast with Business/Community Leaders-next date

- Next Breakfast with Business/Community Leaders is July 10th at New Life Lutheran Church.
- 5.3 Lawn of the Week Promotion
- Promotion is going well so far. Mosher will be out of town this week, Puff will make the decision on winner and move signage on Sunday, June 22.
- 5.4 New Resident Welcome Basket
- This initiative will be discussed that Breakfast with Business/Community Leaders on July 10th to ask for their support and contributions to the baskets.
 - Goal will be to have four or five baskets made and stored.
- 5.5 Website photos/updates
- This is on pause as major website changes may be coming due to changes in laws and regulations regarding government/municipal websites.
- 5.6 Fundraising-Cookbook
- Cookbook fundraising will need a committee to be formed after Prairie Days is complete.
- 5.7 Childcare closing-discussion with New Life Lutheran Church
- Curtis discussed with the Church Council the option of allowing a Childcare provider to lease the church for childcare during the week. After a lengthy discussion the church is open to the idea of learning more and having additional discussions with experts to discuss feasibility. Curtis will coordinate.
 - It was also learned that Kayla, a local family based childcare provider, is also closing.

6.0 New Business

- 6.1 Guest-Affordable housing options-Justin Neppel
- Brian Stanslaski spoke to the EDA about his business which focuses on affordable housing options for communities.
 - Uses modular homes to keep costs low and can provide an all-in turnkey property for \$225,000-\$275,000 plus lot costs for a 3 bedroom, 2 bath home with detached garage on a foundation. Homes are very energy efficient with 2x6 exterior framing and over insulated.
 - From start to finish timeframe is approximately 2-3 months
 - Homes are built in factories in either Detroit Lakes, Worthington or Redwood Falls. Site preparation is done using local contractors when possible and then home is set on foundation and tied into services.
 - Homes have standardized floor plans but can be set low for low/zero barrier entry and can be made ADA compliant.
 - Rothsay/EDA could work with the JPA and the Wilkin County EDA for funding options to pay for development and use land it already owns.
 - Company is going to provide a no-cost mockup of what a development could look like on the City-owned land behind the REC.
- 6.2 Land Acquisition
- Options on additional acquisition of land for residential development were discussed.
 - The JPA and Wilkin EDA are open to the idea of low interest loans for this purpose, but loan structure questions remain.
 - Some local landowners may also be open to the selling of land in the future.
 - Boyce and Balken will continue to talk with landowners about land purchase options.
 - Balken will discuss loan structure options with the Wilkin EDA/JPA and report back to the EDA.
- 6.3 Farmers Market

- There has been some interest in hosting a Farmers Market at East Park in the late summer/early fall.
- EDA is willing to coordinate this activity.
- Curtis will reach out to known growers to see if they would have interest in participating and/or helping organize.

7.0 Action Item Takeaways

- **Curtis** to continue to coordinate discussions with NLLC on childcare leasing options.
- **Balken and Boyce** open or continue discussions with local landowners about land acquisition options
- **Balken** continue discussions with JPA and Wilkin EDA and loan options and structuring for land purchase and housing development of existing city-owned properties.
- **Curtis** reach out to local produce vendors/gardeners to gauge interest in Farmer's Market and to see if anyone is interested in helping coordinate.
- **Puff** choose Lawn of the Week winner on June 22
- **Curtis** reach out to business/community leaders regarding next Breakfast date.

8.0 Adjourn

Motion to adjourn by Reber, seconded by Boyce. Motion carried at 9:02 pm.
