

Announcement of Meeting
Economic Development Authority
Regular Meeting Minutes

Monday, January 12, 2026

8:00 AM

Council Chambers

A. CALL TO ORDER - ROLL CALL

Present Patrick Baustian, Tara Zewiske, and Kevin Aaker

Excused Ryan DeBates, and Sherri Thompson

A Regular Meeting of the Luverne Economic Development Authority was held in the Council Chambers, commencing at 8:00 AM.

Additional attendees include: City Administrator Jill Wolf, EDA Director Holly Sammons, Star Herald Editor Lori Sorenson.

B. APPROVAL OF MINUTES OF PRECEDING MEETING

1. Approval of LEDA Regular Meeting Minutes - 12 08 2025

A motion was made by Aaker, seconded by Zewiske, that these LEDA Minutes be approved. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

C. BILLS AND COMMUNICATIONS

1. Approval of Regular Department Payment Report - 12 2025

A motion was made by Zewiske, seconded by Aaker, that this LEDA Regular Department Payment Report be approved. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

2. Approval of Financial Report - 12 2025

A motion was made by Aaker, seconded by Zewiske, that this LEDA Financial Report be approved. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

D. DIRECTOR'S REPORTS & DISCUSSION

E. BUSINESS

1. Motion to Approve Resolution #1-2026 "A RESOLUTION AUTHORIZING THE PRESIDENT AND SECRETARY TO DESIGNATE OFFICIAL DEPOSITORIES OF LUYERNE ECONOMIC DEVELOPMENT AUTHORITY FUNDS"

A motion was made by Aaker, seconded by Zewiske, that this LEDA Resolution be approved. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

2. Motion to Approve Resolution #2-2026 "A RESOLUTION DESIGNATING THE ROCK COUNTY STAR HERALD AS THE OFFICIAL NEWSPAPER FOR THE LUYERNE ECONOMIC DEVELOPMENT AUTHORITY"

A motion was made by Zewiske, seconded by Aaker, that this LEDA Resolution be approved. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

3. Motion to Approve Facade Improvement Application for Anthony Graphenteen for Project at 419 E. Main St.

Anthony Graphenteen has submitted an application for a facade improvement project at 419 E. Main St. as proposed in the attached design.

The proposed scope of work includes labor and materials for replacement of the front façade, doors, and windows; replacement of the side door and installation of garage doors on the east side of the building; exterior painting; electrical work for soffit lighting and signage; installation of new signage; and new gutters. The total project cost is \$24,532. Graphenteen is applying for a grant in the amount of \$8,587 and choosing to forgo the loan option. Graphenteen has met all of the requirements for this application.

A motion was made by Zewiske, seconded by Aaker, that this LEDA Business be approved. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

4. Motion to Approve Facade Improvement Application for Mike & Wanda Jarchow for Project at 310 W. Main St

Mike & Wanda Jarchow have submitted an application for a facade improvement project at 310 W. Main St. as proposed in the attached design.

The scope of work includes: demolish existing facade and frame up new facade around entrances; demo existing brick on north east side and repair broken framing, sheet and repair wall; demo existing upper facade and build new roof cap; install steel roofing; install and paint new siding; electrical work for exterior lighting; and signage. The total project cost is \$44,529. Jarchow is applying for a grant in the amount of \$15,585 and choosing to forgo the loan option. Jarchow has met all of the requirements for this application.

A motion was made by Aaker, seconded by Zewiske, that this LEDA Business be approved. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

- 5. Motion to Approve Commercial Demolition Grant Request - Anthony Graphenteen Et Al, 501 West Edgehill St

Anthony Graphenteen Et Al has submitted an application for the Commercial Demolition Grant Program for property at 501 W. Edgehill St. Graphenteen would like to remove the blighted, dilapidated, and substandard structure. EMV is \$29,000 (\$20,000 Land, \$9,000 Building). Annual taxes are \$524. This project reaches the goal of eliminating blight, improving property maintenance, promoting public health and safety, or encouraging economic development. Graphenteen has submitted proper paperwork and meets all the requirements for a Commercial demolition grant for \$5000.

A motion was made by Zewiske, seconded by Aaker, that this LEDA Business be approved. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

F. ADJOURNMENT

A motion was made by Aaker, seconded by Baustian, that this meeting be adjourned. The motion carried by the following vote:

Aye: Baustian, Zewiske, and Aaker

Patrick T. Baustian, President

Holly J. Sammons, EDA Director