



Meeting Agenda  
July 1, 2019 (7:00PM)  
Green Isle City Hall

Please call 507-479-3219 if you are unable to attend

**I. Call meeting to order**

**II. Pledge of Allegiance**

**III. Agendas & Minutes**

1. Consider 7/1/2019 Agenda
2. Consider 6/3/2019 Minutes

**IV. Bills and Communications:**

- A. RLF Fund Balance: \$1,515.69 (as of 6/25/2019)

**V. Monthly Reports/Updates:**

1. Mayor's report
2. Council Liaison report
  - i. Mark Wentzlaff
  - ii. Diane Brown

**VI. Unfinished business:**

1. Update from Allen Smith on Green Isle Refrigerated Warehouse project
2. Update on building permit fees
3. Update on areas of improvement within the City (signs, sidewalks)
4. Update on parcel 34.0037.000.

**VII. New Business:**

1. Presentation by Paul Langfellow and Tom Swatosh, Group Guide to MN, on Sibley County Travel Guide
2. Discussion on marketing Green Isle's revolving loan fund.
3. Leading Sibley Together

**VIII. Board and Director Comments**

**IX. Adjournment**



June 3, 2019 (7:00PM)

**I. Call meeting to order**

Members Present: Mark Miller, Jason Mackenthun, Victor Schwartz, Denise Schuft, Dianne Brown, Mark Wentzlaff

Members Absent: Scott Voss

Staff Present: Amy Newsom, Michael Kedrowski

**II. Agendas & Minutes – Motion to approve made by Brown, second by Miller, Motion carried.**

1. Consider 6/3/2019 Agenda
2. Consider 5/6/2019 Minutes

**III. Bills and Communications:**

A. RLF Fund Balance: \$1,347.83 (as of 5/31/19)

**IV. Monthly Reports/Updates:**

1. Mayor's report
  - a. none
2. Council Liaison report
  - i. Mark Wentzlaff - none
  - ii. Diane Brown
    - Wood chips will be put down in Lions Park; it will be done by 5 or so volunteers.
    - Swing is coming down; it is not up to code. Will be replaced by a new feature funded by the Lions Club.
    - A water fountain will be put in as well.

**V. Unfinished business:**

1. Discussion on building permit fees (committee meeting scheduled for June 26)
  - a. Newsom, Mackenthun, Schuft, and Sheets will meet on June 26<sup>th</sup> to begin updating the fee schedule. Green Isle is working off 1988 fee schedule.

Arlington is working off 1997. Committee hopes to update fee schedule and make it easier to understand. New fee schedule will be implemented by 2020.

2. Update on areas of improvement within the City (signs, sidewalks)
  - a. Brown said she had no update on sidewalks or signs yet, will need to get estimate and bring attention to City Council meeting.
3. Update on parcel 34.0037.000
  - a. Newsom spoke with Realtor Mike Westphalen; he said that he has not had any interest in the lot.

**VI. New Business:**

1. Allen Smith requested an extension on Green Isle Refrigerated Warehouse be moved to October. Motion by Miller, Second by Mackenthun to extend development agreement with Green Isle Refrigerated Warehouse to October 1<sup>st</sup>. Motion carried. Newsom will contact Attorney Arneson to update the agreement.
2. MnDOT meeting to be held June 4<sup>th</sup> at City Hall, meeting is open to the public and Council Members Wentzlaff and Miller plan on attending as well as staff members Newsom and Kedrowski.
3. Proposed comprehensive plan was discussed; Miller recommends waiting until Bartels begins construction. Consensus of the group was to wait until Bartels project is underway.

**VII. Board and Director Comments**

1. None

**VIII. Adjournment**

- a. Motion by Miller, second by Brown to adjourn at 7:34 pm. Motion carried.

VI. 4.

Michael Kedrowski spoke with Mike Westphalen 6/25 and there have been no inquiries about parcel 34.0037.000.

# Sibley County, MN

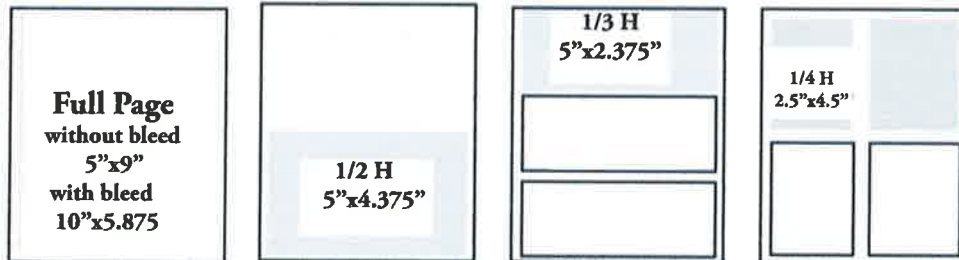
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N. Golden Valley, MN, 55422. Or may be made via email through  
credit card to: [contact@groupguidetomn.com](mailto:contact@groupguidetomn.com)

Visit our website at: [groupguidetomn.com/place-an-ad-in-our-guide](http://groupguidetomn.com/place-an-ad-in-our-guide)  
to pay via PayPal online then send an email to us with your ad  
attached or explaining your ad in detail. (note: a small fee will be  
paid to paypal for online services)

**Media Platforms: Print (Booklet guide/direct mail), website, email marketing**

## Print

### Mechanical Requirements



Please email info & final ad art PDF to: [contact@groupguidetomn.com](mailto:contact@groupguidetomn.com)

### Advertising Investment

<b>Inside Cover (front or back)</b>	<b>\$350</b>
<b>Full Page</b>	<b>\$350</b>
<b>1/2 Page (horizontal)</b>	<b>\$200</b>
<b>1/3 Page</b>	<b>\$150</b>
<b>1/4 Page</b>	<b>\$100</b>

## Take your brand on a road trip.

Group guide to MN & Midwest  
2408 Unity Ave. N.  
Golden Valley MN, 55422  
[groupguidetomn.com](http://groupguidetomn.com)  
Tom Swatosh  
[Contact@groupguidetomn.com](mailto:Contact@groupguidetomn.com)  
763-670-6656

Paul Langfellow  
[Contact@groupguidetomn.com](mailto:Contact@groupguidetomn.com)  
715-821-0658

# Sibley County, MN

Business Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone |Email: \_\_\_\_\_

Quantity	Size	Ad Description	Unit Price	Total

**Terms:**

Artwork: Advertiser shall provide digital files. If in house design, advertiser is responsible for final proofing and approval of the ad by listed due date.

Payment Terms: All advertising is to be paid in full before publication date. 50% ad payment is required at time of placement order.

CC Type: \_\_\_\_\_ CC Number: \_\_\_\_\_  
Name as it appears: \_\_\_\_\_  
Expire Date: \_\_\_\_\_ Zip Code: \_\_\_\_\_ 3 Digit Code: \_\_\_\_\_

Advertiser's approval: \_\_\_\_\_  
Printed Name, Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Tom Swatosh**  
Contact@groupguidetomn.com  
763-670-6656  
groupguidetomn.com

**Graphic Design:**  
Paul Langfellow  
Contact@groupguidetomn.com  
715-821-0658



## Revolving Loan Program

### PURPOSE OF THE FUND

To provide financial assistance to existing businesses and new businesses through joint private and public action. To establish a city-wide low interest longer term loan program to provide one or more of the following: Capability and incentive for owners and tenants to upgrade the appearance, structural condition and/or operating efficiency of their place of businesses;

Assistance and incentive for the development of new industry; retention of existing business; and/or Retention and expansion of job opportunities. Maximum loan amount \$15,000.

Priority will be given first to those applicants who, without the low interest rate, would not be able to improve their property or locate new industry in Green Isle.

### USE OF PROCEEDS

Eligible activities for assistance include:

- Equipment and machinery
- Furniture and fixtures
- Land and building acquisitions
- New building construction or building renovation/rehabilitation
- Building expansion and/or construction of site improvements.
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### Ineligible use of proceeds:

- Loans may not be used to service or refinance any existing debt.
- Not-for-profit businesses are not eligible
- Personal property items
- Previously completed or started projects
- Acquisition of land for which a specific use has not been identified.

### CONTACT

Additional information and application may be obtained from:

Amy Newsom, EDA Director

400 Court Ave, PO Box 256

Gaylord, MN 55334

Phone: 507-237-4117

Email: [amyn@co.sibley.mn.us](mailto:amyn@co.sibley.mn.us)

### LOAN TERMS AND CONDITIONS

#### Loan Terms

- Final loan terms/rates are determined by agreement between the participating lender and City on a case-by-case basis.

#### Loan Conditions/Amount

- The loan fund shall not provide gap financing exceeding 50% of the total project
- Job creation and retention is required
- Relocation of business outside of the Green Isle Area requires immediate and full loan repayment.
- Must meet financial (cash flow), collateralization, and credit requirements for borrowing.

#### Loan Security/Collateral

Loans must be secured by collateral sufficient enough to assure repayment. Acceptable security could include a mortgage or land, building and/or equipment; and in some projects assignment of accounts receivable. A personal guarantee from each major principle in the company is a requirement. A life insurance policy matching the City's loan and naming the City of Green Isle as beneficiary may be required from each major principle in the company.

#### Origination and Closing Costs

An application fee of \$125 is due on the date of application.

*Program Schedule*

Typical session runs 8:00 am – 4:30 pm

**September 5, 2019**

**New Auburn - Gaylord**

Understanding Your Personal Leadership Style

**October 3, 2019**

**Henderson**

Stimulating Visionary Leadership

**November 7, 2019**

**Arlington**

Leading With Your Strengths

**December 5, 2019**

**Winthrop**

Bridging Generational Trends

**January 9, 2020 (note this is 2<sup>nd</sup> Thursday of month)**

**City/County Government**

Committees That Work

**February 6, 2020**

**Green Isle - Arlington**

Leading Through Conflict

**March 5, 2020**

**Gibbon - Agriculture**

Building Cultural Competence

**April 2, 2020**

**Sibley County Agriculture**

Dynamics of Change

**May 7, 2020 (note time change)**

**1:00 pm – 7:00 pm**

**Henderson**

Group Dynamics: Building Effective Teams

Evening Graduation



**2019-2020  
Leadership  
Program**

**Mission:**  
Developing leadership  
by connecting people,  
businesses, and  
communities to create  
a stronger tomorrow

[CommunityDevelopment@co.sibley.mn.us](mailto:CommunityDevelopment@co.sibley.mn.us)

Applications can be found on the County website and are due August 9, 2019

[www.co.sibley.mn.us](http://www.co.sibley.mn.us)

Sponsored by:  
Sibley County

In partnership with University of Minnesota  
Extension.







## Why Leading Sibley Together?

This county-wide leadership program offers community members an opportunity to network, develop leadership skills, and gain an increased awareness and understanding of the assets of Sibley County. The results are more skilled individuals, increased networks, and stronger links between communities to address local issues.



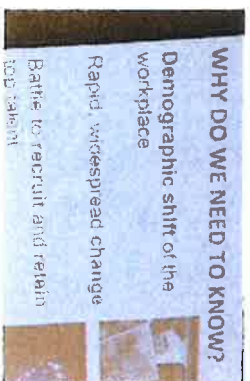
## How Does The Program Work?

Participants gather one day each month in communities throughout the county. Each day includes leadership learning activities, meeting with community leaders, and tours of businesses and organizations in that particular community. Participants tour together, learn together, and dine together. Each day ends with reflection and discussion around the day's events.

## Who Can Participate?

Each class is comprised of a maximum of 24 participants who either live or work in Sibley County. Participants can be either current or emerging leaders with an interest in the future of our county. Selected participants are notified in mid-August. Acceptance is based on:

- Desire to better understand and improve leadership skills
- Demonstrated interest in the Sibley County area
- Interest in future community involvement
- Ability to commit the time needed to attend program sessions
- Representation from all diverse segments of the county



## Testimonials by Participants

"This program has been invaluable. It has helped me at home and in the work place. This program has completely changed how I think and do my job".

"The program has given me a greater understanding of the county & how each area has something different to offer. Would recommend the program to all residents to learn, network, and develop new skills which will help in all aspects of your life and work. I've met some very nice people who I hope to keep in contact after the program".

"This is a class that helps you better understand yourself as well as your community. I would also explain to them that there are many hidden businesses within a community and this class shows you them".

### For more information, contact:

Amy Newsom, Coordinator

[CommunityDevelopment@co.sibley.mn.us](mailto:CommunityDevelopment@co.sibley.mn.us)

[www.co.sibley.mn.us](http://www.co.sibley.mn.us)

Find us on Facebook: [Leading Sibley Together Organization](#)  
[www.co.sibley.mn.us/leading\\_sibley\\_county/index.php](http://www.co.sibley.mn.us/leading_sibley_county/index.php)



UNIVERSITY OF MINNESOTA | EXTENSION



*Developing leadership by connecting people, businesses, and communities to create a stronger tomorrow*



**Leading Sibley  
Together  
Leadership Program  
2019-2020**

UNIVERSITY OF MINNESOTA  
**EXTENSION**

**APPLICATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Occupation: \_\_\_\_\_ Years living/working in Sibley County \_\_\_\_\_

Employer: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Supervisor's Name and Title: \_\_\_\_\_

Supervisor's E-mail: \_\_\_\_\_

Selected participants are notified in August and sent additional information. Tuition payment is due after notification of acceptance. Tuition is \$375 which includes all meals, refreshments and training materials. *(Note: actual cost for the nine-day program is over \$1,200!)* Meals are generally donated, if you have a medically related food allergy, please let us know and if possible, accommodations will be made.

Scholarships of \$100 are available for those who need assistance. (ex. non-profit, faith based, self-employed, etc.) Check if you need scholarship assistance in order to participate. \_\_\_YES

***Additional information to assist in the selection process:***

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How are you currently involved in the community or county?

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What do you hope to gain as a participant in the program?

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*I understand the purpose of Leading Sibley Together, the expectation to attend scheduled sessions, and that completion of this application does not guarantee my acceptance as a participant.*

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Signature

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Date

**Deadline for submitting application:**

**August 9, 2019**

Payments must be made on or before the first class.

**Questions? Email or call:**

Email: [CommunityDevelopment@co.sibley.mn.us](mailto:CommunityDevelopment@co.sibley.mn.us)

Phone: 507-237-7800

Mail to: Leading Sibley Together  
PO Box 256  
Gaylord, MN 55334