

Forest Bridgewater Joint Powers Development District

Rice County, Minnesota
Wednesday, November 17, 2021
6:00 PM
Meeting minutes

1. Call the meeting to order

Glen Castore called the meeting to order at 6:00 pm.

Forest Township members present: William Malecha, Charlie Peters, Ashley Anderson

Bridgewater Township members present: Glen Castore, Andy Ebling, Deb Salaba

Peter Miller joined from Stantec and is working to come up with a conceptual plan for wastewater and water treatment for the development district.

2. Approve October 20, 2021 meeting minutes and the November 17, 2021 agenda

Charlie made a motion to approve the agenda, as written. Bill seconded the motion. All voted in favor and the motion carried.

Andy made a motion to approve the minutes, as written. Charlie seconded the motion. All voted in favor and the motion carried.

Ashley will put the agenda on the website prior to the meeting.

3. Introduce Deb Salaba as Treasurer

Deb is the treasurer for Bridgewater Township and will be completing the treasurer duties for the Joint Powers Development District.

4. Review JPA Financial Controls

The board reviewed the proposed financial controls. The board discussed how to get claims approved and checks signed. Deb will prepare the claims list for approval before the meeting and Charlie and Glen will electronically sign. Deb will send the claims to Reese Winter and Reese Winter will prepare the checks prior to the meeting so the board can sign at the meeting. If there are any objections to the claims at the meeting, the board won't sign the checks. Ashley will mail the checks.

5. Claims (Tiede's invoice, Frandsen Bank invoice, small business supplies, MATIT)

There were 4 claims. The board reviewed Tiede's invoice, the MATIT claim, an invoice from Intuit for Quick Book checks, and a Frandsen Bank invoice for checks.

The board noted there was a difference in the invoiced amount between the electronic payment and the Intuit invoice. Deb will investigate.

Glen made a motion to approve the claims, pending a resolution regarding the Intuit claim total difference. Andy seconded the motion. All voted in favor and the motion carried.

Forest still needs to pay their first installment into the Development District.

6. Report on meeting on project financing (Glen)

Glen reported on a recent meeting with bond counsel and the bond underwriter. There is a company interested in establishing itself in the development district, but they haven't fully committed yet. Once they commit, the Joint Powers board will need to get going on a wastewater project before there is assessment money available for the project. The bond counsel and the bond underwriter were confident that if the Development District was working with a bank, the board could do a revenue bond quickly. The wastewater solution would be set up as a subordinate service district. It is also possible to work with the county on the assessment which would obligate the company to pay the assessment. The Joint Powers board can't do anything that would obligate the taxpayers of their townships. Discussions will continue with development partners and then the Joint Powers Board will determine how much money is needed to create the subordinate service district. There is discussion regarding a one-time assessment, paid in two installments, in addition to annual assessments for the maintenance of the system. There has been some discussion with banks on who might be interested in buying the revenue bond.

7. Finalize sewer district boundaries - request to townships to amend JPA by changing the original map

Glen shared an updated map with the board of the proposed service district, which is smaller than the original. The district could sell its services to anyone outside of the district if they have the capacity down the road. The smaller updated map matches the Rice County 2040 Comprehensive Plan for future land uses. It also matches the mission of the Joint Powers Board, which is to create a subordinate service district for desirable development. The board is not envisioning the entire map becoming a subordinate services district at once, but to be implemented in phases.

The individual townships are the only ones who can modify the map. Tiede is drawing up resolutions for each of the townships to pass. The updated map will replace the map in the original Joint Powers agreement once the resolutions have been passed with both townships.

The board discussed the process in setting up phase one of the service district and hopes that it will be in place in 2022.

The board discussed whether it would be allowed for individuals to purchase property and build homes in the proposed service district and determined that was beyond the control of the Joint Powers board.

Board members met with Steele Waseca and Great River Energy about some grant opportunities and low interest loans for sewer and water projects.

8. Dundas City Council presentation

The Joint Powers board has been invited to give a short presentation to Dundas City Council. Glen and Charlie will attend. The board discussed also presenting to Northfield and Faribault as well.

9. Other

The board decided to cancel the December meeting. Bridgewater and Forest will post the cancellation on their boards and websites.

Stantec, the engineering firm, plans to have the feasibility study for wastewater done in the first 90 days.

10. Adjourn

Bill made a motion to adjourn the meeting at 7:04 pm. Andy seconded the motion. All in favor and the motion carried.

Respectfully submitted by Ashley Anderson, Clerk, Forest Bridgewater Joint Powers Development District.