

# PORT AUTHORITY OF WINONA MINUTES

**DATE:** July 9, 2020

**PRESENT:** President Cichanowski, Commissioners: Thurley, Borzyskowski, Gorman, Lucas, Hansen, and Executive Secretary Sarvi

**ABSENT:** Commissioner Johnson

**STAFF PRESENT:** Director of Community Development Lucy McMartin, Finance Director Mary Burrichter, Finance Analyst Jessica Wojahn, and Development Coordinator Myron White

## 1. CALL TO ORDER – APPROVAL OF MINUTES

The meeting was called to order at 4:00 PM by President Cichanowski.

A motion was made by Commissioner Hansen and seconded by Commissioner Thurley to approve the June 11, 2020 minutes. The motion carried with all Commissioners present voting aye.

## 2. REMARKS BY PRESIDENT

President Cichanowski noted that Finance Director Burrichter had announced her retirement. He thanked Finance Director Burrichter for her service to both the Port Authority and the City of Winona and assured her that her dedication to excellence would be missed.

## 3. OLD BUSINESS

### A. Public Hearing – Sale of Land – Outlot D to Fastenal Company

President Cichanowski opened the public hearing on the sale of Outlot “D” to Fastenal Company. Director of Community Development McMartin explained a public hearing is required by statute for the sale of Port Authority property. Director McMartin referenced a map and legal description of the subject property along with the proposed purchase agreement and supporting documentation.

President Cichanowski asked if anyone from the public would like to comment on the proposed sale. He asked a second and a third time, hearing no comments President Cichanowski asked for a motion to close the public hearing. Commissioner Borzyskowski made a motion to close the public hearing; it was seconded by Commissioner Lucas. All commissioners present voted aye.

Commissioner Borzyskowski made a motion to approve the proposed resolution on the sale of Outlot D to Fastenal Company. The motion was seconded by Commissioner Lucas with all members present voting aye.

## 4. NEW BUSINESS

### A. Winona Main Street Update

Ben Strand, Program Director of Main Street Winona, provided an overview of Main Street activities. Like most entities, Main Street and their community events have been impacted by COVID. Main Street was forced to cancel both their Big Muddy

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and Touch a Truck event. Both are popular events and both help to raise funds for Main Street activities. Events and projects that were able to take place:

- Expansion of the Friends of Main Street Program
- Dine Out Downtown
- Passport Program (100-120 participants)
- Work with Winona Fine Arts
- Work with RETHOS
- Assistance with Port Authority & City of Winona Revolving Loan Funds
- Input on Downtown Strategic Plan

Update only, no action required.

### **B. Emergency Loan Update**

Director of Community Development McMartin provided an update on the Covid Emergency Loan Program. She indicated that demand for the Tier 2 loans (those between \$6,000 and \$20,000) has been greater than demand for Tier 1 loans (between \$1,000 and \$6,000). Currently, the balance in the Tier 1 loan fund is \$74,000 while the Tier 2 loan fund has been exhausted. Director McMartin asked if Commissioners would support using the remaining \$74,000 in loan funds for both Tier 1 and Tier 2 loans.

Commissioner Thurley asked how we intended to market the remaining loan funds. Director McMartin indicated in the past, press releases, web sites and social media had been effective and we would continue with those outlets.

A motion was made by Commissioner Hansen and seconded by Commissioner Lucas to the consolidation of the two loan programs. The motion passed with all Commissioners present voting aye.

### **5. FINANCIAL REPORTS**

Finance Director Burrichter provided an overview of financials and indicated, despite the option to delay property tax payments; roughly 95% of the taxes had been collected. She also presented Winona County Sales & Use Tax Collections.

### **6. ADJOURNMENT**

The meeting was adjourned at 4:27 pm.



Myron White  
Development Coordinator



Michael Cichanowski  
President