

Lewiston Economic Development Authority
Regular EDA Meeting
Agenda
February 19, 2026
City Hall Admin Office - 5:15 PM

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Consent Agenda
 - A. Approve Minutes
 - B. Financials
- V. Regular Agenda
 - A. EDA Director Report
 - B. Walk-On Items
- VI. Next Meeting - March 19, 2026, at 5:15pm
- VII. Adjourn

Lewiston Economic Development Authority
Regular EDA Meeting
Minutes
November 20, 2025
City Hall Admin Office - 5:15 PM

Remote Participation - In accordance with the requirements of Minn. Stat. Section 13D.02, notice is hereby given that some Council or Board members may participate remotely via interactive technology

I. Call to Order

Carlson called the meeting to order at 5:16pm

II. Roll Call

Present: Russell Buege, Beth Carlson, Gwen Carman, Sue Kieffer, Eric Shurson

Absent: Ryan Good

Also Present: Also, present City Administrator/City Clerk-Treasurer and EDA Director Varma, Kyle Rupprecht & David Klun from MinnWest Bank, Tweens and Spitz Family, Dean Smith, Maddie Hutchinson from WSU. Present remotely Ray Davy, Bob Peplin and Ashwani Kumar from Quadrogen.

Commissoner Good was absent.

III. Approval of Agenda

Gwen Carman motions to Approve , seconded by Sue Kieffer. Motion Passed 5-0.

Voting For: Russell Buege, Beth Carlson, Gwen Carman, Sue Kieffer, Eric Shurson

Voting Against: None

IV. Consent Agenda

Gwen Carman motions to Approve , seconded by Eric Shurson. Motion Passed 5-0.

Voting For: Russell Buege, Beth Carlson, Gwen Carman, Sue Kieffer, Eric Shurson

Voting Against: None

A. Approve October 2025 Minutes

B. Financials

V. Regular Agenda

A. EDA Director Report

Upcoming Meeting

Presentation – Ashwani Kumar, Bob Peplin and Ray Davy presented a BioGas Potential Project in the parcel located in Utica Township and introduced the technology vendor Quadrogen. MinnWest Bank presented the initial conceptual plan for the new bank.

Issue with MN MIF and 2024 EDA Revolving Loan

Budget – EDA Budget - Increase of 6%

Local Housing Trust Fund –Working on policy, application and by-laws updates for the Housing Trust Fund with MHP.

No EDA Meeting in December.

Current Project Updates

MinnWest Bank Building: Will meet with Bank and go over the concept plan process. They will submit the concept plan during November month. Will bring to the EDA and Council for approval of the concept plan. A tentative groundbreaking is scheduled for Spring/Summer 2026, with a grand opening anticipated in Spring/Summer 2027.

EMS Building: Groundbreaking day was held on Monday, September 22, 2025, at 10 at the Firehall location 85 N Fremont St, Lewiston, MN. Demolition begins and the construction has started. Waiting for the MPCA. General Contractor has been in touch with an MDH approved asbestos abatement contractor named MAVO. Will update as things progress.

Solar Grant: Got MN State Solar Grant. Working on gap financing.

Local Sales Tax: Dept of Revenue estimate for business sales and internet sales.

Harrison Street Parking Lot – Working on brochure for land sale and RFI through QuestCDN portal in progress as well as DEED Portal. Working with DEED on details.

The Crossing Development – Pictures and receipts we received pictures and receipts on November 12, 2025. Check will be cut out and mailed in by December 11th, 2025. The RLF is current as of November 2025.

USDA Building – Went through County review and since County would not allow for entry on their road due to being very close to the fire hydrant/light pole they will be entering from the Linden Street. Still the design needs to meet ADA complaint as per state design requirements. Working on updating the concept plan. Last update September 16, 2025.

Bio-Gas – Working on organizing a community engagement session focused on this topic. The event will take the form of a roundtable-style discussion, bringing together experts and organizations actively involved in the BioGas sector and broader community initiatives. The session will address key permitting, legal, and environmental concerns, while also promoting community readiness and outreach. Working with AURI and R9DC to schedule a time. Quadrogen will make introduction to their organization.

Data Center, Energy & Water: Local Government Tools for Collaborative Planning and Community Decision-making in SE Minnesota – Work has started on the research project. The city will receive \$10,000. The total grant is \$200,000. Project is for one year and started July 1st and will end June 30, 2026. Findings will be around

August/September 2026.

Light up the Landmark – Work in Progress – <https://lightupmbc.org>

Meetings with Community and Organizations

- The Southeast Regional Development Organization is in the works.
- Use of Community Engagements – Two initiatives approved by Council – Meet with City Administrator via Community Engagement in townhall settings and in collaboration with Winona State University's Civic Center. Working on new dates for 2026.

Upcoming Next Year

- Focus on Comprehensive Plan, Zoning Code, Zoning Map and City Code.
- Role of EDA, Code of Ethics Training, Training on Economic Development process
- Various Surveys in partnership with WSU to gather different areas.
- Use of ESRI Online to its full potential starting this year.
- Working with DEED, MHP, SMIF, WCF, CVN, AURI, UMN on a few potential initiatives

- B. Walk-On Items
No walk-on items.

VI. Next Meeting - January 15th, 2025, at 5:15pm

VII. Adjourn

Meeting was adjourned at 7:06pm.

Beth Carlson motions to Approve , seconded by Sue Kieffer. Motion Passed 5-0.

Voting For: Russell Buege, Beth Carlson, Gwen Carman, Sue Kieffer, Eric Shurson

Voting Against: None

Absent: Ryan Good

Lewiston Economic Development Authority
Regular EDA Meeting
Minutes
January 15, 2026
City Hall Admin Office - 5:15 PM

I. Call to Order

Carlson called the meeting to order at 5:17pm.

II. Roll Call

Present: Beth Carlson, Gwen Potter Ryan Good, Eric Shurson

Absent: Russell Buege, Sue Kieffer

Also Present: Also, present City Administrator/City Clerk-Treasurer & EDA Director. Commissioner Kieffer and Buege were not present. Gwen Potter made a motion to nominate Carlson as President and Sue Keiffer as Vice-President and second by Shurson. Motion carried.

III. Approval of Agenda

Beth Carlson motions to Approve , seconded by Eric Shurson. Motion Passed 4-0.

Voting For: Beth Carlson, Gwen Potter, Ryan Good, Eric Shurson

Voting Against: None

Absent: Russell Buege, Sue Kieffer

IV. Consent Agenda

Beth Carlson motions to , seconded by Gwen Potter. Motion 4-0.

Voting For: Beth Carlson, Gwen Potter, Ryan Good, Eric Shurson

Voting Against: None

Absent: Russell Buege, Sue Kieffer

V. Regular Agenda

A. EDA Director Report

Upcoming Meeting

Issue with MN MIF \$80,000 and 2024 EDA Revolving Loan – Working with State and Auditor

Salt & Light Partners - \$2000 Chaplin Available for Support Annually

2025 Audit – Week of February 23, 2026

Council Vacancy Coming – April 2026-December 2026, January 2027-December

2028 Term to fill Councilmember Potter's Term.

Current Project Updates

MinnWest Bank Building: Site plan is being worked on. A tentative groundbreaking is scheduled for Spring/Summer 2026, with a grand opening anticipated in Spring/Summer 2027.

WWTP Rehab: Rehab is in progress and the project is still on track for completion July 2027. SCADA System and backup dialer system with FirstNet is being evaluated

and working with the Integrator and Engineer.

EMS Building: Building was delivered on Monday, January 12, 2026, and will be going up the week on January 26 and will take about five weeks. After that they will start working on the inside. Project is still on schedule. Grand Opening Sunday, July 26, 2026, at 11am.

Solar Grant: Working on gap financing and purchase agreement.

Local Sales Tax: Dept of Revenue estimate for business sales and internet sales.

Harrison Street Parking Lot – Working on brochure for land sale and RFI through QuestCDN portal in progress as well as DEED Portal. Potential for up to 6 townhomes if adjacent land is available or else four. Working with DEED on details and a concept plan for potential developers.

USDA Building – Site Plans getting finalized by the Developer's Engineer. They will submit the final site plans for approval soon and will be bring to the Council for approval. Presentation of their formal site plan for approval scheduled for Wednesday, January 28, 2026 unless there is another shut down and their funding freezes. They have funding for this year. Last update Monday, January 12, 2026

Bio-Gas – Setup SharePoint portal for the project and shared with Ray Davy, Bob Peplin and Ashwini Kumar and waiting on responses to the questions to evaluate the viability and feasibility of the project. Working on organizing a community engagement session focused on this topic. The event will take the form of a roundtable-style discussion, bringing together experts and organizations actively involved in the BioGas sector and broader community initiatives. The session will address key permitting, legal, and environmental concerns, while also promoting community readiness and outreach. Working with AURI and R9DC to schedule a time.

Data Center, Energy & Water: Local Government Tools for Collaborative Planning and Community Decision-making in SE Minnesota – Work has started on the research project. The city received \$10,000 in 2025. The total grant was \$200,000. Project is for one year and started July 1st and will end June 30, 2026. Findings will be around August/September 2026. SMIF and SEMLM along with RSDP has sponsored several workshops. One will be in Lewiston this spring. Date TBD for community involvement.

Cannon Falls did an orderly annexation of 240 acres, no NDA, Development Agreement, Escrow Agreement, AUAR, amended to the comprehensive plan for a data center completed and both land use and CUP approval has been completed. The developer is Tract a Denver-Based firm and is a 30-billion-dollar hyper-scale data center project which is a 5–20-year project if their entire technology park is built. The next step is advancing towards the final design, utility infrastructure construction and eventual building permit and is a four-five-year project. The process started early

in spring and all costs were covered by the developer as no taxpayer money was allowed.

Light up the Landmark – Work in Progress – <https://lightupmbc.org>

Meetings with Community and Organizations

- The Southeast Regional Development Organization is in the works.
- Use of Community Engagements – In collaboration with Winona State University's Civic Center. Working on new dates for 2026. Branding and Marketing Project starting January 26 and will end April 2026.

Upcoming This Year

- Focus on Branding & Marketing, Orderly Annexation with Utica Township, Comprehensive Plan, Zoning Code, Zoning Map and City Code. Various Surveys in partnership with WSU to gather different areas.
- Local Housing Trust Fund –Working on policy, application and by-laws updates for the Housing Trust Fund with MHP.
- Role of EDA, Code of Ethics Training, Training on Economic Development process
- Use of ESRI Online to its full potential starting this year.
- Working with DEED, MHP, SMIF, WCF, CVN, AURI, UMN on a few potential initiatives

- B. Walk-On Items
No walk-on items.

VI. Next Meeting - February 19, 2026, at 5:15pm

VII. Adjourn

Meeting was adjourned at 6:35pm.

Ryan Good motions to Approve , seconded by Eric Shurson. Motion Passed 4-0.

Voting For: Beth Carlson, Gwen Carman, Ryan Good, Eric Shurson

Voting Against: None

Absent: Russell Buege, Sue Kieffer

CITY OF LEWISTON
Cash Acct Balances EDA

02/16/26 8:46 PM
Page 1

Account Descr	Begin Yr	MTD Debit	MTD Credit	Current Balance	Current Period	FUND
203 Economic Development Fund						
G 203-10100 Cash (Gen Checking 8730)	\$101,357.96	\$0.00	\$4,434.95	\$96,923.01	JANUARY 2026	203
G 203-10401 MM/MoneyMarket	\$34,916.07	\$0.00	\$0.00	\$34,916.07	JANUARY 2026	203
G 203-10407 Savings EDA	\$0.00	\$0.00	\$0.00	\$0.00	JANUARY 2026	203
203 Economic Development Fund	\$136,274.03	\$0.00	\$4,434.95	\$131,839.08		
204 EDA Grants						
G 204-10100 Cash (Gen Checking 8730)	-\$9,807.07	\$0.00	\$0.00	-\$9,807.07	JANUARY 2026	204
G 204-10401 MM/MoneyMarket	\$687.91	\$0.00	\$0.00	\$687.91	JANUARY 2026	204
204 EDA Grants	-\$9,119.16	\$0.00	\$0.00	-\$9,119.16		
206 EDA Revolving Loan						
G 206-10100 Cash (Gen Checking 8730)	-\$21,194.43	\$531.22	\$0.00	-\$20,663.21	JANUARY 2026	206
G 206-10401 MM/MoneyMarket	\$39,737.02	\$0.00	\$0.00	\$39,737.02	JANUARY 2026	206
206 EDA Revolving Loan	\$18,542.59	\$531.22	\$0.00	\$19,073.81		
	\$145,697.46	\$531.22	\$4,434.95	\$141,793.73		



**CITY OF
LEWISTON**

**CITY OF LEWISTON
Revenue Guideline_EDA**

02/16/26 8:47 PM

Page 1

2026 YTD Budget	JANUARY 2026 Amt	2026 YTD Amt	YTD Balance	%YTD Budget	FUND	Account Descr	FUND Descr
203 Economic Development Fund							
\$45,349.68	\$0.00	\$0.00	\$45,349.68	0.00%	203	R 203-31010 Property Taxes	Economic Develop
\$0.00	\$0.00	\$0.00	\$0.00	0.00%	203	R 203-36200 Misc Rev	Economic Develop
\$0.00	\$0.00	\$0.00	\$0.00	0.00%	203	R 203-36210 Interest Earnings	Economic Develop
\$45,349.68	\$0.00	\$0.00	\$45,349.68				
204 EDA Grants							
\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%	204	R 204-31010 Property Taxes	EDA Grants
\$0.00	\$0.00	\$0.00	\$0.00	0.00%	204	R 204-36210 Interest Earnings	EDA Grants
\$0.00	\$0.00	\$0.00	\$0.00	0.00%	204	R 204-39203 Transfer from Other Fu	EDA Grants
\$10,000.00	\$0.00	\$0.00	\$10,000.00				
206 EDA Revolving Loan							
\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%	206	R 206-31010 Property Taxes	EDA Revolving Loa
\$0.00	\$31.88	\$31.88	-\$31.88	0.00%	206	R 206-36210 Interest Earnings	EDA Revolving Loa
\$0.00	\$499.34	\$499.34	-\$499.34	0.00%	206	R 206-36240 EDA loan repayments	EDA Revolving Loa
\$0.00	\$0.00	\$0.00	\$0.00	0.00%	206	R 206-39203 Transfer from Other Fu	EDA Revolving Loa
\$7,000.00	\$531.22	\$531.22	\$6,468.78				
\$62,349.68	\$531.22	\$531.22	\$61,818.46				



CITY OF
LEWISTON

CITY OF LEWISTON
Expenditure Guideline_EDA

02/16/26 8:48 PM

Page 1

Account Descr	2026 YTD Budget	JANUARY 2026 Amt	2026 YTD Amt	2026 YTD Balance	%YTD Budget
203 Economic Development Fund					
E 203-46500-101 Full-Time Employee	\$3,056.85	\$377.76	\$377.76	\$2,679.09	12.36%
E 203-46500-102 Full-Time Employee	\$250.00	\$69.83	\$69.83	\$180.17	27.93%
E 203-46500-121 PERA	\$248.01	\$33.91	\$33.91	\$214.10	13.67%
E 203-46500-122 FICA	\$205.02	\$24.51	\$24.51	\$180.51	11.95%
E 203-46500-126 Medicare	\$47.95	\$5.73	\$5.73	\$42.22	11.95%
E 203-46500-128 MN Paid Leave	\$0.00	\$1.99	\$1.99	-\$1.99	0.00%
E 203-46500-131 Employer Paid Heal	\$696.36	\$116.04	\$116.04	\$580.32	16.66%
E 203-46500-132 Employer Pd Life I	\$55.22	\$0.86	\$0.86	\$54.36	1.56%
E 203-46500-210 Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 203-46500-301 Audit and Accounti	\$1,450.00	\$0.00	\$0.00	\$1,450.00	0.00%
E 203-46500-304 Legal Fees	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 203-46500-309 Computer/Website	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 203-46500-315 Outside Services	\$13,320.26	\$2,850.00	\$2,850.00	\$10,470.26	21.40%
E 203-46500-320 Communication	\$20.00	\$5.00	\$5.00	\$15.00	25.00%
E 203-46500-340 Advertising	\$5,000.00	\$949.32	\$949.32	\$4,050.68	18.99%
E 203-46500-351 Publishing and Prin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 203-46500-362 Property Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 203-46500-370 Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 203-46500-380 Utility Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 203-46500-430 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 203-46500-436 EDA Grants	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
E 203-46500-526 Community Develo	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
E 203-46500-700 Transfers	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
203 Economic Development Fund	\$55,349.67	\$4,434.95	\$4,434.95	\$50,914.72	
204 EDA Grants					
E 204-46500-436 EDA Grants	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
204 EDA Grants	\$0.00	\$0.00	\$0.00	\$0.00	
206 EDA Revolving Loan					
E 206-46500-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 206-46500-525 EDA Loans	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
206 EDA Revolving Loan	\$7,000.00	\$0.00	\$0.00	\$7,000.00	
	\$62,349.67	\$4,434.95	\$4,434.95	\$57,914.72	