

1) CALL TO ORDER

The meeting was called to order by Chair Berg at 6:00 pm

Commission Members Present: Josh Berg, Amanda Novak, Andrew Ganfield, Megan Thielfoldt, and Bob Vogel

Commission Members Absent: Kate Timmerman

Also Present: Executive Director Terry, Senior Planner Christianson, Planner Malecha, City Engineer Revering, Dawn Weitzel and Nicole Weber.

2) PLEDGE OF ALLEGIANCE

Chair Berg led the Economic Development Authority and audience in the Pledge of Allegiance.

3) ADOPTION OF AGENDA

Chair Berg asked Executive Director Terry if there were any changes to the agenda. Terry informed Berg there are no changes.

MOTION by Ganfield, second by Novak to approve the agenda as presented.

MOTION CARRIED: 4-0

4) CONSENT AGENDA

a. Approve Minutes of the August 19, 2025 Meeting of the Economic Development Authority

MOTION by Thielfoldt, second by Ganfield to approve the consent agenda as presented.

MOTION CARRIED: 4-0

5) PUBLIC HEARINGS

a. None

6) CONTINUED BUSINESS

a. Economic Development Strategic Planning – Infrastructure

Executive Director Thomas Terry explained to the group that this presentation is the first part of a two part session regarding infrastructure. The first part is intended to be a background on infrastructure in general, while part two will be apply the principles specifically to Elko New Market and where infrastructure presents opportunities and challenges to the City for purposes of economic development.

City Engineer Rich Revering began his presentation by showing a graphic called “What’s under my street?” and began by explaining the typical order of operations when it comes to building a street.

The first step in building a roadway as explained by Engineer Revering is by acquiring right of way and establishing easements. Right of way is an important commodity to a local unit of government. It is typically provided by the developer at the time of platting and provides a public space for infrastructure to be built. A right of way is forever in the City’s ownership

unless vacated by City Council, and the width and alignment are established through City Code and policy documents, as well as County access limits. Revering went on to explain that easements give space for public uses, usually drainage and utility, and he emphasized their importance.

City Engineer Revering went into further detail as it pertains to rights of way, and the timing and challenges associated with them. He explained that a right of way must be recorded before any public infrastructure work can begin, meaning it is owned by the City. Right of way must be “to and through” a parcel – Revering described that infrastructure does not work if there are gaps, and that “through” prevents future “to” problems. He also stated that rights of way may remain undeveloped for some time, but they still hold value for future needs, so he advised them to acquire when opportune. Revering also explained that partial rights of way can delay or obstruct orderly development, and to use planning to avoid that to the extent possible. He also notes that the City has the power to obtain right of way via eminent domain, but it can be costly, time-consuming, and divisive. Executive Director Terry provided an example by describing a situation during the construction of Eagle View Elementary School.

City Engineer Revering continued his presentation with mass grading. Revering explained mass grading by asking the Commission to imagine the original shape of the land as the red lines on the image he provided in the presentation, which showed an example of what the terrain was like in its natural state. He explained mass grading, also known as rough grading, as a process that brings the original land shape close to the end product land shape by taking soil from high spots and putting it in low spots to create usable grades. This is typically done first over the entire parcel that is to be developed. It also puts “good” soil where needed and “bad” soil where it is less important. Revering concludes mass grading by stating the later “fine” grading will be local to the road, lots, or stormwater facilities. He stated a common challenge with mass grading is the balance of cuts and fills – dirt is cheap until it needs to be hauled. He also mentioned that wetland and other environmental rules are strict – avoid, minimize, and mitigate. Grading work is also weather-sensitive, rain affects pace, quality, and morale, and if the ground freezes, grading is done.

Revering continued his presentation with Sanitary Sewerage. Revering explained that the sanitary sewer system collects sewage from homes and businesses and carries it to wastewater plants for treatment and disposal. Elko New Market is fortunate not to have to treat sewer locally, as our sewer connection stems from the Metropolitan Council. He stated that using gravity for energy needed to move sewage is the best option and to use it whenever possible, but sometimes pumps are required to lift it to higher ground again. He stated that pipe sizing is dependent on the area it is serving. Revering concluded the section with sewer timing and challenges. He stated that there must be a pipe or lift station with adequate capacity downstream to connect to. Sewer must also be constructed “to and through” a parcel at the time of development. Oftentimes, oversizing and over-depth pipes is necessary to serve parcels beyond the immediate development, and lift station are sometimes needed that will serve adjacent parcels. In these instances, the extra cost of oversizing and over-depth is paid for by the City from fees paid by the developer, but the fund must have a sufficient balance.

Commissioner Bob Vogel inquired as to the size of the sewer pipe provided to Elko New Market by the Metropolitan Council, and how much the City can ultimately serve with that size pipe. Engineer Revering stated that he believes it is a 42-inch pipe and that it could serve a community approximately the size of Lakeville, somewhere in the 75-80,000 population range.

Engineer Revering continued his presentation by giving an overview of the water system. He began by explaining that unlike sewer, the City does need to maintain and treat its own water system. This includes facilities such as the water treatment plant, water towers, wells, and pipes. Revering explained in summary the process of obtaining water from the aquifer, having it treated, and storing it in the water towers. Revering again referenced the “What’s Under My Street?” graphic and explains how it shows the conveyance of treated water to neighborhoods and homes, and that it is kept under constant pressure for use and to prevent contamination.

The size of the water pipes are based on the area being served but looped when possible for capacity and redundancy as a network is preferable to a branch. Revering explains that the maintenance primarily consists of periodic flushing to pick up rust and sediment and remove it from pipes. He also stated that valves are essential to maintain service when repairs or new connections are needed. Similarly to sewer, water must be “to and through” a parcel as infrastructure does not work if there are gaps. Revering concluded the water section emphasizing the importance of supply, treatment, and storage capacity being adequate for a development to be established, and if it’s not, the City would have to call the development premature.

Commissioner Bob Vogel mentioned that Elko New Market has a 2040 Comprehensive Plan, but the sewer capacity goes beyond 2040. He asked how this is considered in planning practices. Revering explained that plans are in place in reference to pipe sizing that considers the ultimate sewer service area, and that both the 2040 Comprehensive Plan and Ultimate Sewer Service Area are used in conjunction with one another.

City Engineer Revering continued his presentation by discussing stormwater systems. He explained that when it rains, water flows from the roof, onto the street, into the catch basins, into the stormwater pipes, and often ends up in a stormwater pond. The purpose of a stormwater pond is to mimic natural conditions, which helps to slow down the rate and cleanse the water of sediments. Revering stated that pipes are not sized for every storm, oftentimes they are sized for a 5 year or 10 year rainfall event, and that is why the emergency overflow system is so important. Stormwater differs from sewer and water – it is almost always localized and designed to route runoff to pre-development locations. Revering explained that there are some “regional” systems that provide stormwater ponding for more than one parcel, but these require up-front investment in land and construction. He also stated that maintaining existing drainage systems can result in multiple ponds on a site, reducing development density and increasing construction and maintenance costs. He explained the importance of maintaining drainage patterns for many reasons, and neighbors are sensitive to stormwater runoff locations and potential changes in rate, volume, or quality.

The next section of Engineer Revering’s presentation pertained to streets. He stated that streets are typically the most expensive infrastructure and the shortest lived. He explained the different functional classes and explained the dimensions of a street that consists of underlying grading, subbase and base layers, paving layers, and surface drainage systems. Revering continued by explaining the timing and challenges of streets. No streets means no access to homes and businesses – can’t build without them. City streets are seldom the limiting factor in capacity, it is the intersections, even remote ones (driveways are a form of intersection and are best on low speed roads). He explained that different roads have different jurisdictions and each seeks to protect the function of its roadways, leading to limits for lower jurisdictional access. He concluded the street section by stating that streets need to consider all transportation needs, not just cars, and that there is a balancing act between desired mobility to destinations and reasonable access and safety for all.

Chair Josh Berg asked if we are at the point yet of having to factor in autonomous vehicles when it comes to street design/planning. Revering responded by stating that autonomous vehicles should be adapting to us and is not currently considered when it comes to planning.

City Engineer Rich Revering concluded his presentation by discussing the miscellaneous items to consider when thinking about infrastructure. He began by explaining that there are pipes in the ground other than water, sewer, storm, known as “small utilities”. These are things such as communications, gas, and electrical lines. Included in this section was sidewalks, driveway aprons, and pavement markings such as a crosswalk. Revering explained street lighting at intersection and curves, stating that they are just as much a traffic control as much as it is a device used for illumination. Revering emphasizes the importance of gas and electric availability as it pertains to commercial and industrial projects. He also stated that one of the most challenging aspects of development in recent history is boulevards, such as maintaining grass and avoiding erosion control issues.

Revering stated that at the next EDA meeting we will be applying some of this knowledge to real-world scenarios around Elko New Market.

7) NEW BUSINESS

None

8) EXECUTIVE DIRECTOR’S REPORT

None

9) ADJOURNMENT

Chair Berg adjourned the meeting at 6:57 pm.