

MEETING MINUTES LANGLADE COUNTY ECONOMIC DEVELOPMENT BOARD

Monday, April 20, 2020

Members Present by Conferenced: Andy Merry, Ron Nye, Dillon Gretzinger, Bill Brandt, Sarah Koszarek, Michael Hunter, Angel Zimmerman, Lynn D'Amato

Members Excused: Fred Westphal, Thomas Bauknecht, Bill Livingston

Others Present: Angie Close, Keri Beck, Jim Rosenberg

Meeting was called to order virtually at 4:30 p.m. by President Andy Merry. Roll call attendance.

Public Comment: None

Minutes of Previous Economic Development Board Meeting: Motion by Nye, second by Hunter to approve the minutes from March 16, 2020. All Ayes. Motion Carried.

Consent Agenda: Motion by Brandt, second by Nye to approve the Consent Agenda. All Ayes. Motion Carried.

Economic Development Corporation:

- a. **Review Open Meeting Law:** Close reviewed Open Meeting Law with board as information only.
- b. **Discuss Granting President Ability to Take Action in "Emergencies":** Discussion was held on what classifies an emergency and for how long does the emergency last.

Motion by Hunter, second by Koszarek to approve the LCEDC Board President authority to grant actions or impose policies expiring 60 days from the date of an official state of emergency contingent that any decisions made during an emergency would be subsequently reported during an open meeting and ratified after-the-fact so documentation of these actions are recorded in the meeting minutes. All Ayes. Motion Carried.

- c. **Discuss Current LCEDC Revolving Loan Fund Payment and Interest Deferral Requests:** Close reported to the LCEDC Board that she has been in contact with current loan recipients since the Safer at Home Order has been in effect. There have been two loan recipients that are requesting assistance due to the COVID-19 crisis. All changes in repayment of the loan will have a term agreement signed by the LCEDC RLF recipient and placed in file and will be reported at the next board meeting.

Motion by Brandt, second by Hunter to approve the Executive Director to work with current RLF loan recipients on an individual basis to allow deferred payments and forbearances of interest for up to 6 months in response to the COVID-19 pandemic. All Ayes. Motion Carried.

Close updated the LCEDC Board on Northern Steel's equipment auction.

- d. **Discuss and Approve LCEDC Emergency Response Loan:** Close informed the LCEDC Board that federal and state business support programs during the COVID-19 downturn has not fulfilled local businesses' stabilization needs. The LCEDC Small Business Emergency Response Loan would be a \$5,000 on a first-come-first-serve bases for Langlade County businesses that meet the loan guidelines. All applications for the LCEDC Small Business Pandemic Response Loan will be reviewed and approved by the LCEDC Executive Director and two Loan Review Board Members.

Motion by Hunter, second by Gretzinger to approve the LCEDC Small Business Emergency Response Loan for Langlade County small businesses that have been effected by the pandemic a \$5,000 loan with forbearance of interest and deferred payments until January 1, 2021 for a three-year term based on availability of dollars in the LCEDC RLF account and to use the "verified application" model in order to approve the small business loans faster. All Ayes. Motion Carried.

- e. **Discuss Emergency Disaster Loan and paycheck Protection Program:** Close reported to the LCEDC Board that Kerber Rose, LCEDC's accountant, contacted her in regards to LCEDC applying for the Paycheck Protection Program. Even though, the disaster may not currently affect LCEDC, the disaster could have an effect on future funding of LCEDC. LCEDC would be able to apply for 2.5 times of LCEDC's staff salary and benefits for 3 months. A portion or all of the loan would be forgivable.

Motion by Brandt, second by Nye to approve LCEDC to apply for the Paycheck Protection Program contingent upon of additional federal dollars are granted back into the program. All Ayes. Motion Carried.

- f. **Update on COVID-19 Economy & Survey:** Close informed the LCEDC Board that LCEDC staff has not created a Langlade County business survey because WEDC has asked area chamber of commerce and economic development organizations to collect data about Wisconsin businesses by taking the UW-Oshkosh business survey. The results from this survey creates an understanding of the issues and problems faced by Wisconsin Businesses along with informing the state and federal support where to support their efforts. This survey will be conducted every three weeks. Langlade County information will be provided from the UW-Oshkosh survey if ten or more businesses take the survey.

- g. **Update on Spring Entrepreneurial Program:** Close updated the LCEDC Board that there were five students that presented business plans during the virtual ETP graduation night. Two students will be coming back for the fall ETP class due to COVID-19 disruption.
- h. **Approve LCEDC Budget vs Actual Report/Financials:** Close reviewed the LCEDC 2020 budget vs actual report.
Motion by Nye, second by Hunter to approve the 2020 LCEDC budget vs actual reports as presented. All Ayes. Motion Carried.
- i. **Discuss LCEDC Annual Meeting:** Close informed the LCEDC Board that Northcentral Technical College is closed until June 1. She informed the Board that the annual meeting with LCEDC Board elections will be postponed until after the City and County reorganizational meetings are held. Tentative date would be June 15, 2020.
- j. **Update LCEDC Upcoming Events and Activities:** Close updated the LCEDC Board that she has been working with businesses and financial institutions to navigate through the COVID-19 resources for businesses. LCEDC staff has created and updates the Langlade County COVID-19 Community and Business Resource pages daily to have one location for COVID-19 information. The resource page is being advertised through email blasts, radio, and print.

Old Business: No old business was discussed.

Future Agenda Items and set date for next meeting: No future agenda items were mentioned. The next LCEDC Board meeting date will be at 4:30 pm on Monday, May 18, 2020.

Adjourn: Motion by Nye, second by Koszarek to adjourn at 5:09 p.m. All Ayes. Motion Carried.

Respectfully submitted, Andy Merry, President

A handwritten signature in cursive script that reads "Andy Merry". The signature is written in black ink and is positioned to the right of the typed name "Andy Merry, President".