

MEETING MINUTES LANGLADE COUNTY ECONOMIC DEVELOPMENT BOARD

Monday, June 15, 2020

Members Present: Andy Merry, Ron Nye, Thomas Bauknecht, Dillon Gretzinger, Bill Brandt, Sarah Koszarek, Dave Krochalk

Members Present by Conferenced: Angel Zimmerman, Fred Westphal

Members Excused: Michael Hunter, Lynn D'Amato

Others Present: Angie Close, Keri Beck, Zachary Linsmeyer (conferenced in)

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

Public Comment: No public comment. Introductions were given as this was Krochalk's first LCEDC Board meeting. Krochalk is replacing Bill Livingston as an appointment of Langlade County to the LCEDC Board of Directors.

Minutes of Previous Economic Development Board Meeting: Motion by Bauknecht, second by Nye to approve the minutes from April 20, 2020. All Ayes. Motion Carried.

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

Kerber Rose CPA LCEDC 2019 Financial Presentation: Linsmeyer presented the 2019 LCEDC Financial Review to the LCEDC board.

Approve 2019 Financial Report:

Motion by Krochalk, second by Brandt to approve the 2019 LCEDC Financial Report as presented by Kerber Rose. All Ayes. Motion Carried.

Review and approve 2019 LCEDC Annual Report: Close reviewed the 2019 LCEDC Annual Report with the LCEDC Board.

Motion by Koszarek, second by Bauknecht to approve the 2019 LCEDC Annual Report as presented. All Ayes. Motion Carried.

LCEDC Board Members Term Update: Close reviewed the LCEDC Board members' terms. Krochalk is replacing Bill Livingston as an appointment by Langlade County Board on the LCEDC Board. Merry and Gretzinger terms will expire on December 31, 2020. Merry has fulfilled his 6-year term.

Approve Dillon Gretzinger to remain on LCEDC Board for term 2021-2023: Close reviewed with the LCEDC Board that Gretzinger started on the LCEDC Board on January 1, 2019 to complete Steve Wilder's term that is ending December 31, 2020. Gretzinger is willing to extend his term for 3-years on the LCEDC Board.

Motion by Brandt, second by Nye to approve Dillion Gretzinger to extend LCEDC Board term from January 1, 2021 through December 31, 2023. All Ayes. Motion Carried.

Annual Election of LCEDC Board Officers: President, Vice President, Secretary/Treasurer: Close reviewed the current LCEDC Board Officers.

Nominations were opened for the President of the LCEDC Board. Motion by Bauknecht to nominate **Dillon Gretzinger** as President of the Economic Development Corporation Board, after calling the question three times, motion by Brandt to close the nominations and cast a unanimous ballot for Gretzinger, second by Bauknecht. All Ayes. Motion Carried.

Nominations were opened for the Vice-President of the LCEDC Board. Motion by Brandt to nominate **Tom Bauknecht** as Vice-President of the Economic Development Corporation Board, after calling the question three times, motion by Brandt to close the nominations and cast a unanimous ballot for Bauknecht, second by Nye. All Ayes. Motion Carried.

Nominations were opened for the Secretary/Treasurer of the LCEDC Board. Motion by Bauknecht to nominate **Sarah Koszarek** as Secretary/Treasurer of the Economic Development Corporation Board, after calling the question three times, motion by Brandt to close the nominations and cast a unanimous ballot for Koszarek, second by Nye. All Ayes. Motion Carried.

Motion by Bauknecht, second by Krochalk to approve keeping the LCEDC Executive Committee at large members as is. All Ayes. Motion Carried.

Closed Session: At 4:50 PM, motion by Nye, second by Bauknecht, to move into closed session pursuant to Wis. Stats. Section 19.85 (1) (e), to review and to discuss current status of LCEDC revolving and community development loans. Roll call vote. 9 Ayes. Motion Carried.

Open Session: At 4:59 PM, motion by Merry, second Brandt by to return to open session. All Ayes. Motion Carried.

Action 1: Motion by Brandt, second by Bauknecht to approve Top Shelf balloon extension to August 18, 2021 with \$1,500 a month payments. All Ayes. Motion Carried.

Action 2: Motion by Krochalk, second by Koszarek to approve writing off \$159,084.54 on Northern Steel's Revolving Loan Fund. All Ayes. Motion Carried.

Budget vs Actual Report: Close reviewed the LCEDC 2020 budget vs actual report. The budget vs actual report does have line items for the Remington Foundation Grant received and LCEDC RLF loan repayment. The LCEDC RLF income are restricted funds. Since the LCEDC financial review is completed, the \$5,000 will be transferred from the fund balance to the emergency savings account as was approved in the 2020 LCEDC Budget. As approved in the consent agenda, \$3,000 will be transferred from 542.00 Miscellaneous Expenses to 515.00 Office Equipment for new computers, monitors, and laptop.

Motion by Krochalk, second by Bauknecht to approve the 2020 LCEDC budget vs actual reports as presented. All Ayes. Motion Carried.

Paycheck Protection Loan Update: Close informed the LCEDC Board that the \$26,657.00 Paycheck Protection Program (PPP) funds was received by LCEDC on May 7, 2020. The PPP can only be used for payroll, rent, and utilities. Originally the PPP qualifying expenses were only for 8 weeks but now legislation has extended qualified expenses for 24 weeks.

Approve Staff Internet and Cell Phone Expenses to be paid from the Paycheck Protection Program Funds from March 23 through June 15th due to the Safer-At-Home Order: Close informed that LCEDC Board that LCEDC staff forwarded the office phones at NTC to their personal cell phones during the LCEDC's office closure due to the NTC's COVID-19 closure. Beck has been working from home using her personal internet service due to the Safer-At-Home order. Cell phone and internet expenses are qualified expenses through the Paycheck Protection Program.

Motion by Koszarek, second by Nye to approve reimbursing LCEDC staff's internet and cell phone expenses from March 23 through June 15, 2020. All Ayes. Motion Carried.

Approve Entrepreneur Business Grant Awards: Close informed the LCEDC Board that the 2020 Spring ETP class started with 6 students. Three students will be coming back in the fall due to the COVID-19 situation. One spring ETP graduate is from Marathon County, therefore is ineligible for the Entrepreneur Business Start-Up Grant. Merry reviewed with the LCEDC Board the entrepreneurial business plans and presentation.

Motion by Merry, second by Brandt to approve the 2020 Spring Entrepreneurial Business Start-Up Grants to Antigo Yoga Collaborative for \$2,500 and The Anderson Inn \$2,500 contingent upon all requirements of the grant being met. All Ayes. Motion Carried. All Ayes. Motion Carried.

Tourism Update and Budget Review: Close informed the LCEDC Board that the City of Antigo Hotel/Motel Commission has approved and signed the room tax dollars' agreement with the Antigo/Langlade County Chamber of Commerce, Inc. LCEDC will receive \$42,823.36 for tourism destination marketing for 2020. Close presented the Destination Marketing Budget for new videos, Travel Wisconsin Co-Op Programs, and the 2021 Langlade County Discovery Guide that will be submitted to the City of Antigo Hotel/Motel Commission at the end of June. Beck has developed the Langlade County Tourism Council that assisted in developing the destination tourism budget. LCEDC staff is working with the Langlade County Historical Society for the buildout of a tourism Welcome Center. Close attended the Langlade County Historical Society Board meeting to discuss space for the Welcome Center. The projected opening date is January 1, 2021. The Wisconsin Department of Tourism does offer reimbursement grants for signs, audio visual equipment, racks and shelving. Due to the COVID-19 situation, people are recreating outdoors and traveling closer to home.

Approve Wisconsin County Forest Association Lease Agreement for LCEDC Incubator Office: Close informed the LCEDC Board that the Wisconsin County Forest Association (WCFA) is wanting an office in Langlade County. The WCFA Executive Director will be coming June 22 to look at the LCEDC incubator office.

Motion by Bauknecht, second by Koszarek to approve renting the LCEDC incubator office the Wisconsin County Forest Association (WCFA) contingent upon WCFA's needs and approval. All Ayes. Motion Carried.

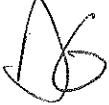
Update on Economic Development Current Activities: Close updated the LCEDC Board that Langlade County businesses are in the recovery stage of the COVID-19 downturn. The COVID-19 pandemic has shown the need to move businesses to e-commerce, which some Langlade County businesses will need have more training on. Langlade County businesses did weather the COVID-19 restrictions okay. The businesses that have contacted LCEDC were looking for grants and not loans. The Safer-At-Home order and closure of schools have highlighted Langlade County's broadband situation. Langlade County's Healthy Aging in Rural Towns (HeART) Program and UW-Madison is partnering with LCEDC to mail out 4,400 Langlade County residents survey on broadband. The broadband surveys will be mailed out July 1, 2020 with a return date of August 1, 2020. Close has been working with Langlade County providers and the Unified School District of Antigo for this survey.

Old Business: Close informed the LCEDC Board that the Rural Development presentation originally planned for the 2020 LCEDC Annual Meeting will be postponed until restriction are lifted to have more people present for the presentation. Bauknecht recognized Merry for his two years of serving as the LCEDC President.

New Business and set date for next meeting (action item): No new business was discussed. The next LCEDC Board meeting date will be at 4:30 pm on Monday, July 20, 2020 if meeting is needed.

Adjourn: Motion by Koszarek, second by Bauknecht to adjourn at 5:25 p.m. All Ayes. Motion Carried.

Respectfully submitted, Dillon Gretzinger, President

Approve  08/17/2020