

MEETING MINUTES LANGLADE COUNTY ECONOMIC DEVELOPMENT BOARD

Monday, April 19, 2021

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

Members Present by Conferenced: Fred Westphal, Joel Zalewski

Members Excused: Lynn D'Amato, Michael Hunter, Angel Zimmerman

Others Present: Angie Close, Keri Beck, Eric Sonnleitner, Zachary Linsmeyer – conferenced in

Meeting was called to order at 4:30 p.m. by President Dillon Gretzinger.

Public Comment: No public comment.

Approve the Appointment of Joel Zalewski, Northern Operation Manger of Insight FS to the Board of Directors for 3 Year Term ending 12/31/23: Close informed the LCEDC Board that after the January 2021 LCEDC Board meeting Joel Zalewski is willing to serve on the LCEDC Board of Directors.

Motion by Brandt, second by Bauknecht to approve Joel Zalewski to the Langlade County Economic Development Board of Directors for a 3-year term ending December 31, 2023. All Ayes. Motion Carried.

Minutes of Previous Economic Development Board Meeting: Motion by Nye, second by Krochalk to approve the minutes from January 18, 2021. 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 2020 Financial Presentation: Linsmeyer presented the 2020 LCEDC Financial Review to the LCEDC board.

Approve 2020 Financial Report:

Motion by Krochalk, second by Koszarek to approve the 2020 LCEDC Financial Report as presented by Kerber Rose. All Ayes. Motion Carried.

Northcentral Regional Planning Commission Regional Recovery Plan Presentation: Sonnleitner presented the Regional Recovery Plan.

Northcentral Regional Planning Commission Langlade County Labor Force Presentation: Sonnleitner presented the Langlade County Labor Force statistics.

Presentation of 2020 LCEDC Annual Report and Measurements of 2021 Goals: Close and Beck present the 2020 LCEDC Annual Report and measurements and outlined the 2021 goals to the LCEDC Board.

Approve 2020 LCEDC Annual Report:

Motion by Zalewski, second by Koszarek to approve the 2020 LCEDC Annual Report as presented. All Ayes. Motion Carried.

LCEDC Revolving Loan, Emergency Loan, and Community Development Loan Fund Update: Close updated the LCEDC Board on the current Revolving Loan, Emergency Loan, and Community Development Loan recipients and funds.

Discuss Recommendations from LRB Regarding Emergency Response Loan & Revolving Loan Fund Administration Fee: Close reviewed the Loan Review Board (LRB) recommendation for the Emergency Response Loan Program, how the Revolving Loan Fund administration fee was collected prior to LCEDC being assigned the fund, how alike funds collect administration fees, and the LRB recommendation.

Motion by Brandt, second by Krochalk to approve to keep the Emergency Response Loan Program as is through the pandemic and if payment deferment is requested at the time of the loan, the forbearance will not exceed six (6) months. All Ayes. Motion Carried.

Motion by Nye, second by Krochalk to approve LCEDC to charge a yearly flat fee of \$6,000 out of the Revolving Loan Fund Account to the General Budget Account to administer the Revolving Loan Fund Program. All Ayes. Motion Carried

Review and Approve Budget vs Actual Report and Financial Report for April: Close reviewed the current LCEDC budget vs actual report.

Motion by Bauknecht, second by Koszarek to approve the LCEDC budget vs actual report and financial report as presented. All Ayes. Motion Carried.

Review and Approve LCEDC Emergency Fund Account to Transfer from a Membership Share Account to a Money Market Account with CoVantage Credit Union: Close informed the LCEDC Board that the LCEDC Executive Committee has review the interest rates for the LCEDC bank accounts. The LCEDC Executive Committee

recommends to transfer LCEDC Emergency Fund account at CoVantage Credit Union from a membership share account to a money market account. Being that LCEDC already has a money market account with CoVantage for the Revolving Loan Fund, another CoVantage account will need to be opened.

Motion by Brandt, second by Nye to approve transferring the LCEDC Emergency Fund account from a membership share account to a money market account with CoVantage Credit Union. All Ayes. Motion Carried.

Review and Approve Hiring a Part-Time Travel Information Aide: Close informed the LCEDC Board that the LCEDC Executive Committee is recommending to hire a part-time Travel Information Aide to help staff the Welcome Center. The Travel Information Aide job description and project cost was presented. Gretzinger, Bauknecht, and Koszarek volunteered to be on the hiring committee.

Motion by Brandt, second by Koszarek to hire a part-time Travel Information Aide. All Ayes. Motion Carried.

LCEDC Board Members Term Update: Close reviewed the LCEDC Board member terms with the LCEDC Board. Zimmerman and D'Amato terms will expire on December 31, 2021. D'Amato is willing to serve another 3-years on the LCEDC Board. Zimmerman did not renew her term due to her new elected position with the Antigo Unified School District Board of Directors.

Annual Elections 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 Koszarek 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 Nye to close the nominations and cast a unanimous ballot for Bauknecht, second by Koszarek. All Ayes. Motion Carried.

Nominations were opened for the Secretary/Treasurer of the LCEDC Board. Motion by Nye 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 Bauknecht. All Ayes. Motion Carried.

Motion by Brandt, second by Krochalk to approve keeping D'Amato and Nye on the LCEDC Executive Committee as at large members. All Ayes. Motion Carried.

Old Business: No old business was discussed.

New Business and set date for next meeting (action item): Close informed the LCEDC Board of the following items:

- Proposed Assembly Bills for revolving loan fund, economic development, and tourism grant.
- The federal Restaurant Grant portal is not open yet. Once open, there will be 21-day period for minority businesses to apply.
- The City of Antigo was awarded an EDA Grant to connect Deleglise Street and Saratoga Road. LCEDC may help administer the grant.
- Close has been in contact with area organization on other available grants.
- Close will be visiting area business with the City Administrator to hold retention surveys. The survey is to find out the needs of area business and assist in the regional recovery from the pandemic.
- Kim Swisher Communication first quarter LCEDC marketing report will be forthcoming.
- The Boys & Girls Club of the Northwoods will be holding the Fairways for Futures Golf Fundraiser on June 4. Interested LCEDC Board golfers are to contact Close if they are interested in golfing in this event.

The next LCEDC Board meeting date will be at 4:30 pm on Monday, August 16, 2021.

Adjourn: Motion by Brandt, second by Koszarek to adjourn at 5:48 p.m. All Ayes. Motion Carried.

Respectfully submitted, Dillon Gretzinger, President



06/07/2021