

**MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE COMMITTEE
August 1, 2022**

Members Present: Thomas Bauknecht, Warren Wagner, Tammy Walrath

Members Present by Conference: Sarah Koszarek

Members Excused: Dillon Gretzinger

Others Present: Angie Close, Keri Beck, Isaac Best

Meeting was called to order by President Thomas Bauknecht at 4:00 pm.

Public Comment: None

Minutes of Previous Economic Development Executive Committee Meeting: Motion by Walrath, second by Koszarek, to approve the minutes from June 6, 2022. All Ayes. Motion Carried.

Closed Session: At 4:02 PM, motion by Wagner, second by Koszarek, to move into closed session pursuant to Wis. Stats. Section 19.85 (1) (e), to review business plans submitted from 2022 Spring Entrepreneurial Program and to award potential business startup grants. Roll call vote. 4 Ayes. Motion Carried.

Open Session: At 4:45 PM, motion by Bauknecht, second by Wagner to return to open session. All Ayes. Motion Carried.

Motion 1: Motion by Wagner, second by Walrath to recommend to the LCEDC Board under the consent agenda to approve Entrepreneurial Business Start-Up Grants to Best Plumbing for \$3,000, Urban Pearl for \$1,500, and Spoon Cheese for \$500 contingent upon all requirements of the grant being met. All Ayes. Motion Carried.

Langlade County Economic Development Corporation:

- A. Review and Approve Payments of Bills:** Close reviewed the June & July 2022 LCEDC bills with the LCEDC Executive Committee.

Motion by Koszarek, second by Walrath to recommend to the LCEDC Board under the consent agenda to approve the June & July 2022 LCEDC invoices as presented. All Ayes. Motion Carried.

Close noted that two Downtown SEARCH Grants have been paid out from the Suick Family Foundation Grant account. Two additional Downtown SEARCH Grant application have been received.

- B. Review Budget vs Actual Report:** Close reviewed the current budget vs actual report with the LCEDC Executive Committee. Close noted that the grant administration for the CDBG – CV and SBA Navigator grants have been received. Information only.
- C. Update on LCEDC SBA Paycheck Protection Loan:** Close update the LCEDC Executive Committee that the LCEDC SBA Paycheck Protection Loan has been forgiven.
- D. Review and Approve Federal Mileage Rate:** Close informed the LCEDC Executive Committee that the federal mileage rate when up to \$0.625 per mile from \$0.585 per mile on July 1, 2022.

Motion by Walrath, second by Wagner to recommend to the LCEDC Board under the consent agenda to approve reimbursing the LCEDC staff the federal mileage rate of \$0.625 per mile starting July 1, 2022. All Ayes. Motion Carried.

- E. Review and Approve Incubator Office Contract:** Close reviewed the current incubator office lease agreement with Forward Service Corporation.

Motion by Walrath, second by Wagner to recommend to the LCEDC Board under the consent agenda to renew LCEDC's incubator office lease with Forward Service Corporation for one year. All Ayes. Motion Carried.

- F. LCEDC Revolving Loan Fund Recipients and CWED Update:** Close updated the LCEDC Executive Committee on RLF, CDF, ER-RLF, and CWED loans. Currently no Langlade County CWED loans are in the process. Update only.
- G. State, Federal, and Local Business Grants Update:** Close reviewed with the LCEDC Executive Committee that all relief funds are back to the County. LCEDC Langlade County businesses has received \$330,000 in Mainstreet Bounceback Grants to open businesses in 33 vacant commercial properties. There is \$84,000 left to be awarded in the CDBG-CV grant.
- H. Update on LCEDC Tourism Activities:** Beck updated the LCEDC Executive Committee on the following items.
- 2021 Langlade County Tourism Impact numbers. Total business sales in Langlade County has increased by 14% to \$71 million with \$48.8 million in direct visitor spending to support 441 employees and increasing the state and local tax by 8.7% in 2021.
 - One of the Welcome Center Assistants has completed her term with LCEDC to go off to college. The second assistant last day in the middle of August to go off to college. LCEDC staff is searching for candidates to fill the position with the youth apprenticeship through the Unified School District of Antigo.
 - The Go To Spots have been received and distributed to the City of Antigo, Langlade County Forestry Department, and the Antigo School District. LCEDC staff is working with the forestry department on purchasing lumber for sign installation.
 - LCEDC Tourism had a booth at the Langlade County Fair. Throughout the 4 day booth, all 125 tourism informational bags were taken plus additional visitor guides.

- The City of Antigo Hotel/Motel Commission met in June to discuss the 2023 Langlade County Visitor Guide. The commission wants LCEDC to work with the Antigo/Langlade County Chamber of Commerce on the 2023 guide. Proposed layout for the guide will be presented August 18 to the commission.
 - An itinerary builder will be added to the tourism website along with other updates.
- I. **Discuss Selling "County of Trails Items at Welcome Center:** Beck present to the LCEDC Executive Committee information on selling items at the Welcome Center. Sample items were available. All funds received from the sale of items will be spent on destination marketing/mission. According to Kerber Rose, no taxes need to be paid unless there is more than \$1,000 profit in a year. LCEDC Executive Committee agreed to proceed to order promotional items.
 - J. **Update on Maintenance of "County of Trails" Sign:** Beck updated that LCEDC Executive Committee that the County of Trails sign on Hwy 45 and 55 needs to be painted. LCEDC Executive Committee agreed to pay mileage, supplies, and time to get the signs painted.
 - K. **Discuss Timeline of LCEDC 2023 Budget:** Close presented a layout to the LCEDC Executive Committee for the 2023 LCEDC Budget process. Close will be working with Langlade County Administrator on 2023 LCEDC funding process. LCEDC staff will have a first draft ready for the September LCEDC Executive meeting. The second draft budget will be at the October LCEDC Executive and Board meeting with final approval at the November LCEDC Board meeting.
 - L. **Update on Other Economic Development Corporation Activities:** Close updated the LCEDC Executive Committee that she was elected the Grow North president in June. The Grow North Executive Director has resigned. Close will be working with Grow North Executive Committee on hiring a new director. The Langlade County Board has approved the PACE program resolution and ordinance for commercial businesses clean energy upgrades. The PACE program is based on tax assessments. Close is working with a few businesses on utilizing the PACE program. LCEDC staff is working on the Navigator and City of Antigo EDA Grant administration. Close has been working with the Village of White Lake, Town of Evergreen, and Town of Wolf River to apply for the CED Pilot Program for towns under a population of 7,500 people. If selected, the CED Pilot Program will help economically plan the area. LCEDC Staff will be in the Travel Wisconsin's booth at the Wisconsin State Fair on Friday, August 12, so the office will be closed.

Old Business: No old business was discussed.

New Business & Meeting Date: Due to Labor Day, the next LCEDC Executive Committee meeting will be at 4:00 pm on September 12, 2022.

Adjourn: Motion by Bauknecht, second by Wagner to adjourn at 5:21 pm. All Ayes. Motion Carried.

Respectfully submitted, Keri Beck, Recording Secretary

