

**MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE COMMITTEE
November 6, 2023**

Members Present: Thomas Bauknecht, Warren Wagner, Tammy Walrath

Members Present by Conference: Sarah Koszarek, Dillon Gretzinger

Members Excused:

Others Present: Angie Close, Keri Beck, Steve Maier, Ava Buttacavoli, Jim Rosenberg

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 Wagner, second by Walrath, to approve the minutes from October 2, 2023. All Ayes. Motion Carried.

Langlade County Economic Development Corporation:

- A. Review and Approve Payments of Bill for October 2023:** Close reviewed the October 2023 LCEDC bills with the LCEDC Executive Committee. Close noted there was a \$44,500 payment to Childcaring, Inc for running the Dream Up! Langlade County Grant program as approved by the Dream Up! Taskforce.

Motion by Walrath, second by Wagner to recommend to the LCEDC Board under the consent agenda to approve the October 2023 LCEDC invoices as presented. All Ayes. Motion Carried.

- B. Review Budget vs Actual/Financial Position Reports:** Close reviewed the budget vs actual with the LCEDC Executive Committee. The Dream Up income account increase because of Lincoln County's payment for LCEDC's Dream Up service marketing expenses.
- C. LCEDC Revolving Loan Fund Recipients and CWED Update:** Close updated LCEDC Executive Committee on RLF, ER-RLF, CDF, and CWED loans. One Revolving Loan Fund Loan will be closing in November. One WWBIC loan that Close was working with will close in December. The Community Development Fund loan was paid in full and collateral was release. This will close out the Community Development Fund loan program. Close has explored applying for the USDA Microbusiness Grant to develop a microbusiness startup revolving loan program to help entrepreneurial program graduates. LCEDC can apply for the competitive federally funded grant by February 1st. Being this is a federally funded, reporting is required but loan terms would be set by the LCEDC Loan Review Board. Information only. Close will bring to the LCEDC Board for approval to apply. Close toured a Wausau's business with CWED Director and City of Antigo Mayor as the business manager is looking at doing a similar offering in Antigo. To do so, the business is looking at applying for a CWED loan.
- D. State, Federal, and Local Business Grants Update:** Close updated the LCEDC Executive Committee that WEDA is working on the program guidelines for WEDA Mainstreet Program for downtown buildings to develop 2nd floor housing. Close has been working with Rosenberg, Town of Neva, Village of White Lake, and City of Antigo on the municipality applying for multiple Community Development Investment Grant for the businesses. The Community Development Investment Grant is on a first-come, first-serve bases by April 1, 2024. Rosenberg figures the grant money will run out before the end of their fiscal year.
- E. LCEDC 2023 Economic Impact Presentation:** Close informed the LCEDC Executive Committee that the 2023 LCEDC Economic Impact will be presented at the November LCEDC Board meeting. A full review will be held at the LCEDC Annual Meeting in May.
- F. LCEDC 2024 Work Plan:** Close informed the LCEDC Executive Committee that the 2024 LCEDC Work Plan will be presented at the November LCEDC Board meeting.
- G. Review and Approve LCEDC 2024 Benefit Policy:** Close reviewed the Employee Handbook and Benefit Policy with the LCEDC Executive Committee. Close stated that the LCEDC health insurance policy premium is increasing 7.26% and a single deductible is increasing to \$3,200 and the family deductible is increasing to \$6,400 in 2024. Other health insurance plans were explored, but the Security Health Plan policy was still the best economical option for LCEDC 2024 Budget.

Motion by Walrath, second by Wagner to recommend to the LCEDC Board to approve the 2024 Employee Handbook and Benefit Policy and to approve continuing with Security Health Plan in 2024 with a 7.26% premium increase. All Ayes. Motion Carried.

- H. Review and Approve LCEDC 2024 Budget:** Close presented to the LCEDC Executive Committee an updated 2024 LCEDC draft budget. There will be an increase of grant administration in 2024 for administering the CDBG Edison Street Project, EDA Industrial Park Project, Dream Up, Safe Water Drinking Grant Water Tower Project, SBA Navigator Grant that is being extended through May, Library Solar Project, and Waste Water Treatment Plant Solar Project. Expense increases are due to grants received, but LCEDC has been notified that LCEDC's business insurances will increase by 15% in 2024. Recommendation of a 2% COLA increase was presented. Decreases account expenses are due to grants ending. Final 2024 LCEDC budget will be presented at the November LCEDC Board meeting.

Motion by Wagner, second by Walrath to recommend to the LCEDC Board to approve the 2024 LCEDC Budget as presented with a two (2) percent COLA increase to full time employees. All Ayes. Motion Carried.

- I. **Review LCEDC Board Terms and Nominations:** Close reviewed the LCEDC Board terms with the LCEDC Executive Committee. Gretzinger and Joel Zalewski's terms will be ending on December 31, 2023. Gretzinger can renew for one year and Zalewski can renew for a 3-year term. Gretzinger would like to server another year on the LCEDC Board of Directors. Steve Maier has been appointed by Langlade County to the LCEDC Board as Sally Mulhollon's replacement.
- J. **Update on LCEDC Tourism Activities:** Beck updated the LCEDC Executive Committee on the following items:
- Mammoth Hike Challenge finished on October 31st. Participants have until November 15 to go online to log in their miles to receive a patch.
 - The WWII Era Plane Airbnb social media post gained another 14,221 since the October LCEDC Board meeting. The post now has reached 562,931 people with 37,553 engagements, and 230 shares.
 - Three winter commercials are airing on WAOW Channel 9.
 - The majority of the Go To Spots have been added to the tourism website. A few more will be added shortly.
 - LCEDC is working on the 2024 Langlade County Recreation Map with the City of Antigo and Langlade County to feature the Go To Spots.
 - LCEDC wrote a letter of support for the Wolf River State Trail.
 - Michael Clay submitted the Langlade County Historical Society Carnegie Library to Travel Wisconsin's public relations to be considered for its amazing architecture.
- K. **Update on Other Economic Development Corporation Activities:** Close updated the LCEDC Executive Committee that she attended the WEDC Economic Summit and the Broadband BEAD Planning Conference in October. The Neva Lake broadband grant application has been submitted. The Dream Up Task Force is holding a Child Care Resource Fair on November 15 at the Antigo Public Library. Child Care grants up to \$5,000 will be available for existing child care facilities to renovate to increase child care slots, \$2,000 for in-home child-care necessities, and \$1,000 for new start up child care for education and licensing. There are 360 Langlade County child care slots that need to be filled. Being that an adult then has to stay home to provide child care, the shortage is affecting the workforce. The goal is to have a key stakeholders meeting in February with survey results and recommendations to move forward.

Old Business: No old business was discussed.

New Business and set date for next meeting: Maier informed the LCEDC Executive Committee that Langlade County is working on putting County of Trails signs on all state highways when entering Langlade County. LCEDC already has County of Trails signs on Highway 45 and 55 coming into Langlade County from the south. Dream Up will also two billboards promoting child caring. The next LCEDC Board meeting is on Monday, November 27 due to Thanksgiving week. The next LCEDC Executive Committee meeting will be at 4:00 pm on December 4, 2023.

Adjourn: Motion by Wagner, second by Walrath to adjourn at 4:57 pm. All Ayes. Motion Carried.

Respectfully submitted, Keri Beck, Recording Secretary

