

MEETING MINUTES LANGLADE COUNTY ECONOMIC DEVELOPMENT BOARD

Monday, May 20, 2024

Members Present: Thomas Bauknecht, Warren Wagner, Dillon Gretzinger, Andrew Hessedal, Terry Brand, Joel Zalewski

Members Present by Conferenced: Tammy Walrath, Sarah Koszarek

Members Excused: Fred Westphal, Steve Maier, Lynn D'Amato

Others Present: Angie Close, Keri Beck, Zachary Linsmeyer

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

Public Comment: No public comment.

Introductions: No introductions were needed.

LCEDC Board Members Term Update: Close reviewed the LCEDC Board of Directors positions and terms. Gretzinger and D'Amato will be coming off the LCEDC Board as both has served six (6) year terms as of December 31, 2024.

Annual Election of LCEDC Board Officers; President, Vice President, Secretary/Treasurer:

Nominations were open for the LCEDC Board Officers. Motion by Brand to close the nominations and cast a unanimous ballot for the LCEDC Board Officers to be Tammy Walrath – President, Sarah Koszarek – Vice President, and Warren Wagner – Secretary/Treasurer. Second by Zalewski. All Ayes. Motion Carried.

Annual Election of LCEDC Executive Committee Officers:

Motion by Hessedal, second by Wagner to approve Tom Bauknecht and Steve Maier as the at large members of the LCEDC Executive Committee. All Ayes. Motion Carried.

Approve the Minutes of previous meeting (2/20/24): Motion by Bauknecht, second by Gretzinger to approve the minutes from February 20, 2024. All Ayes. Motion Carried.

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

Kerber Rose CPA LCEDC 2023 Financial Presentation: Linsmeyer presented the 2023 LCEDC Financial Review to the LCEDC Board.

Approve 2023 Financial Report

Motion by Koszarek, second by Zalewski to approve the 2023 LCEDC Financial Review as presented by Kerber Rose CPA. All Ayes. Motion Carried.

Closed Session: At 4:22 PM, motion by Bauknecht, second by Wagner, to move into closed session pursuant to Wisconsin Statutes Section 19.85 (1) (E), to review a Langlade County Economic Development Loan Request, review current revolving loan status and loan recipients and to update the board on Central Wisconsin Economic Development Loan Fund.

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

Action 1: Motion by Zalewski, second by Wagner, to approve Abigayle Arrowood a LCEDC Revolving Loan not to exceed \$35,000.00 for an asset purchase of Antigo Child Care Center LLC and a \$10,000.00 working capital loan. The loan will be amortized for 10-years with a balloon due in 5-years at an interest rate of 3.00% with a 6-month deferral. All ayes. Motion carried.

TERMS:

- \$35,000 Langlade County Economic Development Corporation Revolving Loan Fund asset purchase loan for Antigo Child Care Center LLC and a \$10,000 working capital loan will be issued to Abigayle Arrowood with an amortization schedule of ten (10) years with a balloon due in five (5) years and at three-point zero percent (3.00%) interest rate with a six (6) month deferral.

Security

- General Business Security Agreement on Assets
- Personal guarantee from Abigayle Arrowood

Matching Funds:

- \$3,000 owner cash investment (Abigayle Arrowood)

Payment Amount: Monthly approx. \$441.08 amortized at 10-years with a balloon due in 5-years.

Information only on the current Revolving Loan Fund status and loan recipients and Central Wisconsin Economic Development Loan Fund update. No action taken.

Economic Overview and presentation of 2023 LCEDC Annual Report: Close presented the LCEDC 2023 Annual Report to the LCEDC Board highlighting LCEDC's efforts and outcomes in 2023.

Approve 2023 Annual Report:

Motion by Bauknecht, second by Hessedal to approve the 2023 LCEDC Annual Report as presented. All Ayes. Motion Carried.

Review and Approve Budget vs Actual: Close reviewed the LCEDC budget vs actual report with LCEDC Board.

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

Langlade County Tourism Update: Beck updated the LCEDC Board on the following tourism items:

- As of May 1st, the Langlade County Historical Society is now on summer hours. The Welcome Center is open Monday through Saturday 10 am to 4 pm.
- LCEDC filled the Welcome Center Assistant position. Laney Maki started May 11.
- From January 5, 2024 through April 29, 2024, there was 468 Langlade County informational pieces taken from the Welcome Center with 462 people through the Welcome Center during this time. Recently it has been busy at the Center. In the last two weeks 84 people came through. This doesn't include 95 on school tours.
- Working with the City of Antigo and Langlade County on getting more Go To Spots created and ordered.
- LCEDC has paid 5 Star Marketing to distribute 1,800 2024 Langlade County Visitor Guide in their East Central Region (Hwy 41 Corridor) rack systems.
- Langlade County information was highly requested in April. There were 109 mailings that totaled over 291 pieces of Langlade County material mailed out. Of these inquires 99 ATV/UTV maps were requested. LCEDC is unsure if this was due to the Social Media ad LCEDC was running to start planning their summer vacations by requesting information or people getting ready for the opening of the ATV/UTV trails.
- Advertising was available to view.

Updates on Other Economic Development Corporation Activities: Close updated the LCEDC Board on the following tourism items:

- a. **Workforce Development:** The Human Resource Group will be meeting on June 21. The Manufacturing Council is meeting on May 24.
- b. **Broadband:** The UW-Extension Broadband Workshop for the Northwoods will be at NTC-Antigo Campus on May 22 from 8 am to 4 pm.
- c. **Entrepreneurship:** LCEDC is planning a fall event with SCORE. At the June 3rd LCEDC Executive Committee meeting, 8 business plans will be presented by ETP graduates to be considered for ETP Business Start Up Reimbursement Grants. The June LCEDC Executive Committee meeting will be starting at 2 pm because of presentations.
- d. **State, Federal, and Local Business Grants Updates:** Currently, there are no grants available to business without going through a municipality. This is typical as it is the end of the fiscal year. Waiting for new grants to be announced for the next fiscal year. LCEDC is working on an October 10th Business Summit with the City of Antigo and Antigo/Langlade County Chamber of Commerce. The June 24th County Board meeting will have a business tour. Close will email details for others that would like to attend the 5:30 pm meeting.

Old Business: No old business was discussed.

Future Agenda Items and set date for next meeting (action item): No future agenda items was brought forward. The next LCEDC Board meeting will be at 4:00 pm on August 19, 2024.

Adjourn: Motion by Bauknecht, second by Brand to adjourn at 5:31 p.m. All Ayes. Motion Carried.

Respectfully submitted, Tammy Walrath, President

