

## MEETING MINUTES LANGLADE COUNTY ECONOMIC DEVELOPMENT BOARD

Monday, May 19, 2025

**Members Present:** Tammy Walrath, Thomas Bauknecht, Warren Wagner, Andrew Hessedal, Tim Kassis, Joel Zalewski, Steve Maier, Mike Jaje, Chad Matuszewski

**Members Present by Conferenced:**

**Members Excused:** Fred Westphal, Sarah Koszarek

**Others Present:** Angie Close, Keri Beck, Karin Derauf, Zachary Linsmeyer, Mitch Rupp

Meeting was called to order at 4:15 p.m. by President Tammy Walrath.

**Public Comment:** No public comment.

**Welcome & Introductions:** Introductions were given.

**LCEDC Board Members Term Update:** Close reviewed the LCEDC Board of Directors positions and terms. Gretzinger and D'Amato came off the LCEDC Board as of December 31, 2024.

**Approval of New Board Members:**

Motion by Zalewski, second by Bauknecht to approve Mike Jaje and Chad Matuszewski to 3-year terms ending May 30, 2028. All Ayes, Motion Carried.

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

Nominations were open for the LCEDC Board Officers. Motion by Hessedal 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 Bauknecht. All Ayes. Motion Carried.

**Annual Election of LCEDC Executive Committee Officers:**

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

**Annual Election of LCEDC Loan Committee:** Close recapped the LCEDC Loan Review Board members. Information only.

**Approve the Minutes of previous meeting (3/17/25):** Motion by Bauknecht, second by Kassis to approve the minutes from March 17, 2025. All Ayes. Motion Carried.

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

**Kerber Rose CPA LCEDC 2024 Financial Presentation:** Linsmeyer presented the 2024 LCEDC Financial Review to the LCEDC Board.

**Approve 2024 Financial Report**

Motion by Kassis, second by Maier to approve the 2024 LCEDC Financial Review as presented by Kerber Rose CPA. All Ayes. Motion Carried.

**Department of Workforce Development Langlade County Employment Data Presentation:** Rupp presented Langlade County's employment data to the LCEDC Board highlighting challenges, rising trends, and areas of growth.

**Closed Session:** At 5:45 PM, motion by Kassis, second by Hessedal, 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 6:02 PM, motion by Bauknecht, second by Hessedal to return to open session. All Ayes. Motion Carried.

**Action 1:** Motion by Bauknecht, second by Kassis, to approve Highland School Adult Family Home, LLC a LCEDC Revolving Loan not to exceed \$35,600.00 for a real estate located at 130 S. Superior Street in Antigo with contingency that any new ownership will be required to sign a personal guarantee. The asset loan will be amortized for 12-years with at an interest rate of 6.0%. All ayes. All ayes. Motion carried.

### TERMS:

- \$35,600 Langlade County Economic Development Corporation Revolving Loan Fund real estate loan for house located at 130 S. Superior Street in Antigo contingent any new ownership will be required to sign a personal guarantee with an amortization schedule of twelve (12) years at six-point zero percent (6.0%) interest rate.

**Security**

- 2<sup>nd</sup> position lien under CoVantage Credit Union for the Mortgage located at 130 S. Superior Street in Antigo
- Personal guarantee from Heather Roff

**Matching Funds:**

- \$13,900 owner cash investment (Heather Roff)

**Payment Amount:** \$347.52 amortized at 12-years (144 months).

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

**LCEDC 2024 Annual Report:** Close presented the LCEDC 2024 Annual Report to the LCEDC Board highlighting LCEDC's efforts and outcomes in 2024.

**Motion by Matuszewski, second by Bauknecht to approve the 2024 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 Wagner, second by Bauknecht to approve the LCEDC budget vs actual as presented. All Ayes. Motion Carried.**

**Volunteer Hour Policy Discussion:** Close present the Langlade County Community Service Time Employee Handbook section to the LCEDC Board.

**Motion by Kassis, second by Zalewski to approve adding the Volunteer Hour Policy to the LCEDC Employee Handbook as presented. All Ayes. Motion Carried.**

**LCEDC Updates:** Close updated the LCEDC Board on the following items:

- a. Dream Up: Adopt A Provide Program was just formed and Stability and Growth Plan is being worked on with Langlade County providers
- b. REV Program: the 3-year program has been awarded to LCEDC for the Wolf River Territory to help entrepreneurial ecosystem.
- c. Idle Site Grant: LCEDC has assisted in applying for the Idle Site Grant on behalf of the Town of Neva and Wildman, LLC for a green technology research and development center. The application has been accepted and is at the underwriters.
- d. HUB Zone: The Langlade County's HUB Zone is being extended through 2028. LCEDC is working on hosting with Lincoln County a workshop on how to become certified to bid on government contracts.
- e. City of Antigo Project: LCEDC is assisting the City of Antigo on the EDA Saratoga Industrial Park Project, CDBG-PF Edison Street Project, Waste Water Treatment Plant OEI Solar Project, and the BEAD Broadband Planning Grant.

**Old Business:** No old business was discussed.

**New Business and set date for next meeting (action item):** No future agenda items was brought forward. The next LCEDC Board meeting will be at 4:15 pm on August 18, 2025.

**Adjourn:** Motion by Bauknecht, second by Kassis to adjourn at 6:06 p.m. All Ayes. Motion Carried.

Respectfully submitted, Tammy Walrath, President

