

MEETING MINUTES LANGLADE COUNTY ECONOMIC DEVELOPMENT BOARD

Monday, May 18, 2026

Members Present: Tammy Walrath, Steve Maier, Andrew Hessedal, Chad Matuszewski, Joel Zalewski, Warren Wagner, Thomas Bauknecht, Mary Hayes

Members Present by Conferenced: Fred Westphal

Members Excused: Mike Jaje, Jay Patel

Others Present: Keri Beck, Melissa Kieper, Zachary Linsmeyer

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

Public Comment: No public comment.

Welcome & Introductions: Introductions were conducted to introduce the new LCEDC Executive Director, Melissa Kieper and new board members Mary Hayes and Jay Patel.

Kerber Rose CPA LCEDC 2025 Financial Presentation: Linsmeyer presented the 2025 LCEDC Financial Review to the LCEDC Board.

LCEDC Board Members Term Update: Beck reviewed the LCEDC Board of Directors positions and terms. Sarah Koszarek's LCEDC Board term ended as of December 31, 2025. Beck noted the LCEDC Executive Committee approved changing the LCEDC Board Terms to end on April 30 of each year to coincide with LCEDC Annual Meeting and the City of Antigo Council and Langlade County Board elections as part this meeting's consent agenda.

Approval of New Board Members:

Motion by Bauknecht, second by Maier to approve Jay Patel to a standing LCEDC Board of Directors term as the lodging facility representative and Mary Hayes as the City of Antigo representative to a 3-year terms ending May 30, 2029. 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 Bauknecht to close the nominations and cast a unanimous ballot for the LCEDC Board Officers to be Tammy Walrath – President, Joel Zalewski – Vice President, and Warren Wagner – Secretary/Treasurer. Second by Matuszewski. All Ayes. Motion Carried.

Annual Election of LCEDC Executive Committee Officers:

Motion by Bauknecht, second by Hayes 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 (3/30/26): Motion by Bauknecht, second by Wagner to approve the minutes from March 30, 2026. All Ayes. Motion Carried.

Consent Agenda: Motion by Maier, second by Matuszewski to approve the Consent Agenda. All Ayes. Motion Carried.

Economic Development Corporation:

a) **Approve 2025 Financial Report**

Motion by Bauknecht, second by Hessedal to approve the 2025 LCEDC Financial Review as presented by KerberRose CPA. All Ayes. Motion Carried

b) **LCEDC 2025 Annual Report:** Beck informed the LCEDC Board that due to the LCEDC Executive Director transition the LCEDC 2025 Annual Report is not completed. Reference LCEDC approved monthly LCEDC Activity Reports for LCEDC 2025 activities.

c) **Review and Approve Budget vs Actual Report:** Beck reviewed the LCEDC budget vs actual report with the LCEDC Board. Beck noted the report has new income and expense accounts for the WEDC Diverse Business Grant. The 492.01 income account is grand funds received. The 501.01 expense account is for the WEDC Diverse Business expenses, while the 508.01 expense account is for the WEDC Diverse Business White Lake Business pitch awards. The miscellaneous revenue is the ITBEC reimbursements for the Green Bay RV Show and Madison Fishing Expo mileage, lodging, and food expenses. LCEDC has been budgeting for new laptops and docking stations. Beck laptop is the oldest and will be receiving a new laptop and dock at \$1,587.84. The current monitors, mouse, and keyboard will be used. Beck's current PC will go to the Welcome Center, as the current Welcome Center PC was purchased in 2013. As approved on the consent agenda, LCEDC Certificate of Deposit came due May 2nd. The CD was renewed for a 10-month CD that will come due March 5, 2027.

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

- d) **LCEDC Revolving Loan Fund/CWED/New Business Update:** Beck reviewed the April 2026 LCEDC Loan Fund report. Beck reported that three (3) loans are past due. Beck has been working with these RLF loan recipients to get the loans caught up. The 1st quarter RLF interest collected was transferred to the LCEDC RLF Admin Fee income account. Andi Gretzinger with the Small Business Development Center (SBDC) has been working with multiple clients as part of the SBDC agreement with LCEDC. Gretzinger has followed up with three (3) potential loan applicants that Angie Close was working with. There is one (1) application that is close to being completed. The other two (2) have not followed up with SBDC.
- e) **Approve LCEDC Employee Handbook:** Beck updated the LCEDC Board that at the March 30th Board meeting, the suggested LCEDC Employee Handbook updates were approved. The actual updates were not provided at that time. The updated handbook was reviewed noting that the Assistant Director position was updated from hourly to salary on Attachment A and Grandfathered Employee wording was removed.

Motion by Maier, second by Wagner to approve the LCEDC Employee Handbook as presented. All Ayes. Motion Carried.

- f) **Tourism Update:** Beck informed the LCEDC Board that Langlade County was promoted on April 11 and May 2 on WTMJ Outdoors, the May 9-16 Experience Wisconsin WTMJ episode, and May 18th TMJ 4 The Morning Blend. The 2026 Langlade County Digital Discovery Guide was available May 5th. A printed copy was provided. LCEDC has been working with 5 Star Marketing since March 20th to get the guide completed in the next 6 weeks. LCEDC received seven (7) videography request for proposals. No proposal has been selected at this time. The LangladeCounty.org website revamp is almost completed. Beck is working with Konect on some issues. LCEDC provided Langlade County information to the White Lake ATV/UTV Club for a booth at the Let's Ride Expo in Oshkosh at the Sunnyview Expo Center on May 1-2. The expo was held to promote off road sports. LCEDC had local tourism booths at the Langlade County Local Business Expo and All Things Water. Beck was contacted by Wisconsin Gravel on expanding gravel biking in Langlade County. Beck will be working with the Langlade County Silent Sports group and Wisconsin Gravel to develop The Pinery sections on the Wisconsin Gravel website. Beck submitted half page ads for the Up North Action Magazine and On Wisconsin Outdoors along with a Langlade County Spotlight for On Wisconsin Outdoors. Beck has nominated 4Lake 4Wheelers Club for multiple Wisconsin Governor's Outdoor Industry Awards. North Central Wisconsin Tourism Partnership has been working on social media posts for the @northcentralwisco on Facebook and Instagram.
- g) **Other Economic Development Corporation Activities:** Beck updated the LCEDC Board that the WEDC Diverse Business executed grant agreement was received. This WEDC Grant is a one-time reimbursement grant. A majority of the LCEDC Board approved of the SBDC Subcontracted Service Agreement through email. The agreement was signed and returned to SBDC. Board approval was under the consent agenda. The Business Network of Langlade County put on the April 25 Langlade County Local Business Expo with 36 vendors. Approximately 200 people attended, with 115 people participating in bingo for the donated 19 raffle baskets. LCEDC could not have put on this event on without the assistance from SBDC, Antigo/Langlade County Chamber of Commerce, No Filter Nutrition, Sure Dry, Lazy Eye Hot Sauce, and Be-YOU-tiful by Bren. LCEDC has provided the Chamber an invoice for reimbursement of the vendor payments collected by the Chamber. Beck toured Peace Lutheran Child Care with a United Way of Langlade County representative to view items that were purchased through the Adapt-A-Provider Grant and to take a photo. Antigo Child Care's Adapt-A-Provider United Way of Langlade County items were ordered. The Langlade County Dream Up Task Force will be meeting on May 12th. Beck worked with WEDC to submit the Town of Neva WEDC Idle Site Grant Single Audit. WEDC's Locate in Wisconsin has a new platform provider. LCEDC will need to update all of Langlade County's commercial listings as the transfer between the two platforms was done in October 2025. LCEDC was not notified of the
- h) **Roundtable Update:** Bauknecht updated the LCEDC Board that the new City Administrator will be starting May 26th.

Old Business: No old business was discussed.

Future Agenda Items and set date for next meeting (action item): No future agenda items were brought forward. The next LCEDC Board meeting will be at 4:15 pm on August 17, 2026, unless a special meeting is needed.

Adjourn: Motion by Bauknecht, second by Hayes to adjourn at 5:19 p.m. All Ayes. Motion Carried.

Respectfully submitted, Tammy Walrath, President

