MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE COMMITTEE
October 5, 2026

Members Present: Tammy Walrath, Warren Wagner Steve Maier, Joel Zalewski
Members Present by Conference: None
Members Excused: Thomas Bauknecht
Others Present: Melissa Kieper, Keri Beck, Robin Stowe, Megan Meyer

Meeting was called to order by President Tammy Walrath at 4:16 pm.

Introductions: Introductions were conducted for Langlade County Corporate Counsel paralegal.

Public Comment: None

Minutes of Previous Economic Development Executive Committee Meeting: Motion by Wagner, second by Zalewski, to approve the amended minutes from September 14, 2026. All Ayes. Motion Carried.

Langlade County Economic Development Corporation:

A. **Review and Approve payments of Bills for September 2026**: Kieper reviewed September 2026 LCEDC invoices with the LCEDC Executive Committee.

   Motion by Zalewski, second by Maier to recommend to the LCEDC Board under the consent agenda to approve the September 2026 LCEDC invoices as presented. All Ayes. Motion Carried.

B. **Review of Budget vs Actual:** Kieper reviewed the budget versus actual to the LCEDC Executive Committee. Kieper noted $50,000 was transferred from LCEDC's CoVantage Credit Union Reserve Fund savings account to LCEDC's BMO Harris Operating Savings account as approved at the September 14th meeting. Information only.

C. **LCEDC 2026 Budget Review.** Kieper reviewed the current budget with the LCEDC Executive Committee. Kieper presented Dream Up funding incentives to the Langlade County United Way at the end of September for the Good Starts and Adapt A Provider Programs. Awards will be announced in October. Grant administration and contributions could see an increase as LCEDC has submitted grants and sponsorships packets. Kieper has submitted foundation requests for $75,000 and grants with administration of $35,000.

D. **LCEDC 2027 Draft Budget:** Kieper presented the 2027 LCEDC draft budget to the LCEDC Executive Committee. Kieper highlighted 2027 budget income and expense increases and decreases. Health insurance information should be available in October.

E. **LCEDC Revolving Loan Fund Update:** Kieper reviewed the Revolving Loan Fund Report with the LCEDC Executive Committee. Three loans are paid ahead, while one loan is a month past due. There was one revolving loan fund application that didn't meet the qualifications, one in the process, and one under preliminary review. The completed application did not meet applicable criteria per guidelines. Kieper reviewed the current Revolving Loan Fund Board members and manual. The RLF Board terms conflict with the manual description. Kieper will update language and bring back the proposed changes to the November Executive Committee.

F. **LCEDC Financial Bank Account Transition:** The LCEDC Executive Committee discussed transitioning LCEDC's BMO Harris Bank operating savings and checking account to CoVantage Credit Union. Kerber Rose advised that the insurance limit is $250,000. The committee would like LCEDC to move the funds by December 31, 2026.

   Motion by Zalewski, second by Maier to recommend to the LCEDC Board under the consent agenda to approve moving LCEDC bank accounts from BMO Harris Bank to CoVantage Credit Union. 3 Ayes. Walrath abstained due to conflict of interest. Motion Carried.

G. **Review & Approve LCEDC Employee Handbook Updates:** Kieper presented the LCEDC Executive Committee with updates to add Wisconsin FMLA language, flex time terminology, updates to the paid time off language, adding employee acknowledgement language, and adding SCRA Military Leave provision. The committee tabled flex time until November's 2026 LCEDC Executive meeting so Kieper could check with the City of Antigo and Langlade County on their flex plan policy.

Maier and Wagner approved excusing Wagner to leave at 4:54 pm.

H. **Review & Approve LCEDC Bylaws Updates:** Kieper presented to the LCEDC Executive Committee Article 3, Section 2. The current LCEDC Bylaws state that the LCEDC Board of Directors will meet monthly and committee meetings will be called by the President or committee chairperson. The LCEDC

Executive Committee requested to bring the suggested updated changes to the November's LCEDC Executive Committee.

I. **LCEDC Executive Director Update:** Kieper informed the LCEDC Executive Committee that Mike Levis has agreed to be the new lodging facility representative on the LCEDC Board of Directors. The formal approval will be made at the next LCEDC board meeting. LCEDC staff will meet with him this week for onboarding. LCEDC annual presentation to the City of Antigo will at the October 14th City Council meeting, while the Langlade County presentation will be at the Board meeting on November 30th. The WEDC Women in Business program is still under way. One workshop and one Coffee & Connections are remaining in October, and the November 7th Trade Show & Pitch Competition. Sponsorships have been received from Zelazoski Woods, Associated Bank, and Peshtigo Bank. A thank you letter needs to be provided to donors over $5,000. White Lake Market has closed. A potential buyer was given next steps and connections to financial institutions. Kieper is working on the LCEDC 2026-2029 Strategic Plan and will be presented at the November Executive Committee. The 6-month Executive Director evaluation was handed out to LCEDC Executive Committee members. Completed forms are to be given back to Walrath before the next board meeting.

Closed Session: At 5:28 PM, motion by Zalewski, second by Maier, to move into closed session pursuant to Wisconsin Statutes Section 19.85 (1) (C), to discuss employment, compensation, benefits, and performance of LCEDC staff. Roll Vote. All Ayes. Motion Carried.

Open Session: At 6:29 PM, motion by Zalewski, second by Maier to return to open session. All Ayes. Motion Carried.

The LCEDC Executive Committee requested an operational assessment to look at LCEDC's pillars, services provided, and work that meets sponsors and community needs. LCEDC staff will meet with Angie Close for operational training. Operational efficiencies to make policies friendly, productive, and business justifiable to move Langlade County and businesses forward. Walrath will reach out to Close on training layout. Walrath and Maier will check in with LCEDC staff on how the training and transition is going.

Action 1: Motion by Maier, second by Zalewski to approve asking Angie Close to help conduct a mid-year LCEDC operational assessment on strengths, weaknesses, and opportunities and to provide recommendations to the LCEDC Executive Committee. All Ayes. Motion Carried.

Action 2: Motion by Maier, second by Zalewski for Walrath and Maier to spend time with LCEDC staff on operational effectiveness. All Ayes. Motion Carried.

J. **Tourism Update:** Beck updated the LCEDC Executive Committee that the Welcome Center started winter hours on October 1st. LCEDC is working on the 2027 Langlade County Discovery Guide with 5 Star Marketing. Fall videography of the Ice Age Trail Moraine Outwash Preserve segment, mountain biking, horseback riding, and UTVing are being filmed. Monty, the Ice Age Trail Alliance mascot, was placed in the Museum's train as the 440 Locomotive is a Hometown Highlight for the Mammoth Hike Challenge. Participants can earn 2 bonus miles by scanning the QR Code. LCEDC sold 5 mugs as part of the Trail Magic promotion of buy a $10 camping mug and get a free County of Trails sticker of your choice. A half-page ad is in October/November Up North Action Magazine. 5 Star Marketing delivered 200 of the 2026 Langlade County Discovery Guides to LCEDC's office. Vector & Ink is out of Guides. They are picking up 7 cases of the Langlade County Recreation Maps to distribute until the 2027 guides are available. LCEDC will be working with the 5 Star Marketing on the 2027 Guide and Rec Map. Updates are due to them on November 20, with the first draft available by December 3rd. The guide will go to the printers by December 9 for the guides to arrive before Christmas. LCEDC is budgeting for 25,000 Guides and 20,000 Recreation Maps with distribution through 5 Star Marketing and Vector & Ink. Travel Wisconsin's Fall Color Report has been updated by LCEDC weekly. Beck is working with the North Central Wisconsin Tourism Partnership Marketing Committee on the 2027 marketing budget. The committee is looking at doing a second travel show.

K. **Other Economic Development Corporation Activities:** No additional activities provided.

L. **Roundtable Updates:** No updates provided.

Old Business: None.

New Business and set date for next meeting: The next LCEDC Executive Committee meeting is scheduled for 4:15 pm on Monday, November 2, 2026.

Adjourn: Motion by Zalewski, second by Maier to adjourn at 6:45 pm. All Ayes. Motion Carried.

Respectfully submitted, Keri Beck, Recording Secretary

