



Approved  
1/25/2018

Jefferson County Economic Development Consortium  
**BOARD MINUTES**

December 13, 2017

Meeting called to order at 8:30 a.m.

Board members present: John David-City of Watertown, Matt Trebatoski – City of Fort Atkinson, Steve Wilke – City of Lake Mills, David Carlson – City of Whitewater, Mo Hanson – City of Waterloo, Jim Mode – County Supervisor, Amy Rinard – County Supervisor, Andrew Wescott-Barten – Village of Cambridge, Steve Struss – Village of Cambridge;

**Absent:** Kyle Ellefson – Village of Johnson Creek, Tim Freitag – City of Jefferson, Andrew Wescott-Barten – Village of Cambridge  
Augie Tietz – County Supervisor

**Others Present:** Ben Wehmeier – County Administrator, Victoria Pratt-JCEDC Executive Director, Julie Olver – JCEDC Marketing Manager, RoxAnne Witte-JCEDC Program Specialist.

**Roll Call – Quorum Established**

**Certification of compliance with Open Meeting Law Requirements**

Staff certified compliance for the agenda dated December 13, 2017.

**Approval of Agenda**

Mode/Carlson moved to approve agenda dated December 13, 2017.

**Minutes**

Rinard/Mode moved to approve the October 26, 2017 minutes as printed. Motion Carried.

**Public Comments**

None

**JCEDC Reports**

1. **Review of Financials** - Discussion was held on the November 31, 2017 Financial Report and the 2017 projected year end income/expenses. Pratt notified Board that the GHDP had approved the 2017 Contract for Services between Jefferson County and GHDP, at its meeting prior to the JCEDC meeting today. Per the agreement, the 2017 Contract for Services payment will be \$94,069.13. The 2018 Contract for Services payment will be a minimum of \$135,000; payable on a semi annual basis. Mode/Hansen moved to approve the November 31, 2017 Finance Report as presented. Motion Carried.

**General Orders**

1. **Directors Report –**
  - a. Pipeline Update – V Pratt distributed the 30 day Opportunity Pipeline Report and a yearend review of pipeline activities for 2017 for the boards review. Copies of press releases for two of the successful projects were also distributed to the board.
  - b. Activities Update – Pratt updated the board on the presentations she has given in both Dodge and Jefferson counties, upcoming meetings with Chambers to plan for 2018 Manufacturing Month activities, progress on the Labor Availability Analysis and the grant application to the Wisconsin Society for Human Resources Management (SHRM) for funding assistance, recap of the annual meeting, upcoming WHEDA presentations, meetings she has had with various business in Dodge and Jefferson County and the recent Alliant Energy presentation for EDO's in Dubuque IA.
  - c. Strategic Plan – Pratt updated the board on the revised Strategic Plan that was approved by the GHDP Board of Directors at their meeting earlier in the day. Discussion was held on the impact of the plan as it relates to the goals set forth by the organization for the next five years. The plan is written as a living document to be formally reviewed on an annual basis.

- d. Economic and Industrial Development-- A copy of Wisconsin Legislature Chapter 59, Subchapter V, 59.57 Economic and Industrial Development was distributed to the board for their review for future discussion related to the potential of creating a county entity focused on financing local economic development initiatives. Wehmeier and Pratt indicated that more research will be done and brought back to the Board on this topic.

#### **New Business**

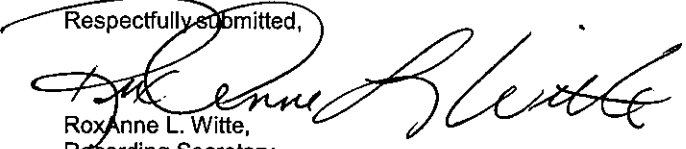
1. **Future Agenda Items** – none
2. **Upcoming Meetings/Seminars** –
  - a. WHEDA Workshop, January 11, 2018, 7:30 am – 1:00 pm, Dodge County Administration Building
  - b. WHEDA Workshop, January 18, 2018 Holiday Inn & Suites, Fort Atkinson, WI.
  - c. JCEDC Board of Directors, January 25, 2018, 8:30 am, UW Extension/Workforce Development Building, 864 Collins Road, Rm 12, Jefferson, WI.

#### **Adjournment**

There being no further business for consideration, motion by Carlson/Wilke to adjourn. Motion carried

Meeting adjourned at 11.22 a.m.

Respectfully submitted,

  
Roxanne L. Witte,  
Recording Secretary

**DISCLAIMER:** These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.