

Board members –Matt Trebatoski - City of Fort Atkinson, Steve Wilke - City of Lake Mills, Timothy Freitag - City of Jefferson, Mo Hansen - City of Waterloo, Emily McFarland - City of Watertown, Cameron Capper - City of Whitewater, Russ Kottke - Dodge County, Lisa Moen - Village of Cambridge, Brad Calder of Johnson Creek, David Drayna - Jefferson County Supervisor, Richard Jones - Jefferson County Supervisor, Amy Rinard - Jefferson County Supervisor.

I. **Call to Order** - Meeting called to order by Chairman Trebatoski at 8:30 am.

II. **Roll Call – Quorum Established**

- JCEDC Board Members Present: Matt Trebatoski-City of Fort Atkinson, Mo Hansen-City of Waterloo, Steve Wilke-City of Lake Mills, Cathy Anderson-City of Whitewater, Emily McFarland-City of Watertown, Brad Calder - Village of Johnson Creek, David Drayna-County Supervisor, Dick Jones-County Supervisor, Amy Rinard-County Supervisor
- Absent: Tim Freitag-City of Jefferson, Lisa Moen – Village of Cambridge, Russ Kottke- Dodge County
- Staff Present: Ben Wehmeier -Jefferson County Administrator, Victoria Pratt-JCEDC Executive Director, Julie Olver-Marketing Manager, Deb Reinbold-Business Development Manager, RoxAnne Witte-Program Specialist
- Members of the Public Attending: Frankie Fuller

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

Staff certified compliance for the agenda dated October 22, 2020.

IV. **Approval of Agenda**

Hansen/Wilke moved to approve October 22, 2020 JCEDC agenda as printed. Motion passed.

V. **Approval of Minutes**

Jones/Wilke moved to approve August 27, 2020 and September 11, 2020 JCEDC minutes as printed. Motion passed.

VI. **Public Comments**

None

VII. **JCEDC Reports**

A. **Finance Report** – Wilke/Rinard moved to approve September 20, 2020 JCEDC finance reports as presented. Motion passed.

B. **Discussion and possible action on loan from JCEDC to ThriveED** – Pratt updated the board on the loan between JCEDC and ThriveED for their 2022-2026 Capital Campaign. Loan terms will be as follows: JCEDC will loan to ThriveED a sum not to exceed \$40,000 no later than December 31, 2020, interest rate will be 3 percent calculated as simple interest, the loan and interest will be due and payable in one lump sum on or before December 31, 2022, late payment fee of \$200 will be charged if payment is not received by the 16th day after payment is due, and 8% interest per year will be charged on all unpaid principal and interest until payment is made in full. Hansen/Wilke moved to authorize Chairman Trebatoski to sign the Business Loan Agreement between JCEDC and ThriveED as outlined. Motion passed.

C. **Discussion and possible action on creation of a JCEDC-administered CDBG Competitive Award Program** – Reinbold explained to the board the award program that is being proposed as a result of the closing of the County's Revolving Loan Fund as mandated by the State of Wisconsin. Municipalities will have until November 2, 2020 to submit projects that meet CDBG/Department of Administrations edibility criteria in Jefferson County. Projects submitted will be ranked in order of importance, ability to complete on timely basis and financial need, by members of the JCEDC board at their November 19, 2020 meeting. Wilke/Hansen moved to approve the JCEDC administered CDBG Completeive Award Program as presented. Motion passed.

VII. **General Orders**

A. **Directors Report**

- **Opportunity Pipeline Update** – Pratt/Reinbold gave update on recruitment/retention/expansion projects that have been active in the past 30 days.

- B. Consortium Board Officer Vacancies – Appointment of Interim Chairman and/or fill vacant officer seats** – Chairman Trebatoski thanked the board for allowing him to serve as chairman for the last several years. Nominations for chairman were opened. Mo Hansen was nominated to be chairperson. There being no other nominations, motion by Wilke/Rinard to close nominations and cast a unanimous vote for Mo Hansen as chairman. Motion passed.
Nominations for vice chairperson were opened. Motion by Wilke/Calder to nominate Emily McFarland, close nominations, and cast a unanimous vote for Emily McFarland as vice chairman. Motion passed with McFarland abstaining.

IX. Upcoming Meeting/Seminars

- A. Conversations with ThriveED – November 2, 2020 4:00 – 5:30pm, Rock River Pizza- Watertown**
B. JCEDC Board of Directors – December 17, 2020.

X. Adjournment

The board thanked Matt Trebatoski for all his years of service to the JCEDC Board of Directors. There being no further business for consideration, motion by Hansen/Wilke to adjourn. Motion passed.

Meeting adjourned at 9:19 am

Minutes prepared by:

RoxAnne L. Witte, Program Specialist

Jefferson County Economic Development Consortium

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