



## Jefferson County Economic Development Consortium BOARD MINUTES

October 22, 2015

### Meeting called to order at 8:30 am.

**Board members present:** Supervisors Jim Mode and Augie Tietz; Mark Johnsrud – Village of Johnson Creek; Mo Hansen – City of Waterloo; Patrick Cannon – City of Whitewater; John David – City of Watertown; Steve Wilke – City of Lake Mills; Matt Trebatoski-City of Fort Atkinson; Ben Wehmeier – County Administrator

**Others Present:** County Board Chairman Jim Schroeder, Professor Steve Grabow, Andy Erdmann-Land Information, Joe Nehmer-Parks Dept, Agriculture Agent LaVern Georgson, Jennifer Bakke – MATC, Thomas Harrigan-Whitewater CDA, Gene Dalhoff, MadRep, Executive Director Genevieve Coady, and Program Specialist RoxAnne Witte, Ali Kualheim – JCEDC Intern.

### Roll Call – Quorum Established

R. Witte certified compliance for the agenda dated 10/22/2015.

### Minutes

Tietz/Mode moved to approved August 2015 minutes as corrected. Motion Carried

### Citizen Comments

None.

### JCEDC Reports

Mode/Cannon moved to approve JCEDC August 31, 2015 Finance Report as presented, Motion Carried.

### General Orders –

#### A. External Committee Reports

1. **Glacial Heritage Area** – Tietz/Nehmer updated the board on the different projects in process.
2. **Wisconsin River Rail Transit Commission** –
  - a. Tietz reported on the projects that will be completed in 2016.
  - b. Jefferson County Rail Initiative Proceedings Report: Workshop 3 was distributed to the board.

#### B. Directors Report

1. G. Borich highlighted several activities that staff have been working on from the Directors Report submitted to the board.
2. **Brownfields Prioritization Process:**  
JCEDC is now in the site assessment phase of the grant. The scoring profile was handed out to all board members to submit sites from their community that they would like to have considered by November 5, 2015. Tietz/Mode moved to have all sites listed on SurveyMonkey to have each board member vote on which sites should be considered for the Phase 1 & Phase II assessments.

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

3. Insightly CRM presentation – G. Coady gave a presentation on Insightly the CRM software package that staff is using to enter all business contacts/information in Jefferson County

**C. Homebuyer Counseling Report**

1. R. Witte distributed an updated report on the Home Buyer program through September 24, 2015.

**Special Orders –**

**A. Records Policies**

1. The set of documents following best practices in managing business, attraction, retention and expansion projects information between JCEDC staff and its community member partners was included in the board packet.

**Citizens Comments**

P Cannon informed the board that Whitewater will be putting an ad in the MADRep marketing materials Any other communities interested in placing an ad also are to contact Cannon.

**New Business**

**A. Future Agenda Items**

**B. Upcoming Meetings/Seminars –**

1. Maranatha Breakfast – “Recruiting and Retaining Business in Wisconsin – Panel Discussion”  
7:00 am, 745 W Main Street, Watertown
2. JCEDC Board of Directors, November 11, 2015 8:30 am -9:15 am Round Table Discussion with Lt. Governor. Maranatha Baptist Bible College, 745 W Main Street, Watertown
3. JCEDC Board of Directors Meeting, November 2015 9:15 am, Maranatha Baptist Bible College, 745 W Main Street, Watertown

**Adjournment**

There being no further business for consideration, motion by Wilke/Trebatoski to adjourn. Motion carried.  
Meeting adjourned at 9:40 am

Respectfully submitted,

RoxAnne Witte, Recording Secretary