**Luce County Economic Development Corporation**

**EDC Office Conference Call**

**Minutes**

**4:00 p.m.**

**December 8, 2020**

**Present**: Joe Villemure, Colleen Duflo, A.J. Downey, John Waltman, Brian LeBeouf, Hunter Nostrant, Rose Pann

**Absent**: Michelle Clark and Paul Burton

**Communication from Public**: None, Cliff Fossitt on call.

**Approval of minutes**

The minutes from the regular board meeting held via conference call on November 10, 2020 were reviewed and approved as presented. Motion made by LeBeouf, seconded by Downey. All Ayes. Motion passed.

**Approval of Financial Report/Bills**

The regular financial report and bills for November were reviewed and approved as presented. Motion by Villemure, seconded by Waltman. All Ayes. Motion passed.

**Correspondence:**

**Old Business-**

1. **2020 EDC project update** – Discussion about Strategic Plan, Attraction Plan & etc.- The board feels that we need to keep this plan going and start attracting more skills jobs. -Chairperson Duflo said that she can not discuss this until January and if anyone else would like to take this on right now they are more than welcome to do so.
2. **Industrial Park Update Buckler/Roat-** Tammy sent the certified letter to Buckler from the board meeting and then later December Tammy will send out his follow up letter.

 **New Business**

1. **EDC Board Member Updates-** Waltman shared that Steve Taylor has sold Taylor Market and should be closing in January. Duflo shared that this past week she was flooded with phones from not only her customers but others with their concerns with closing their businesses for good, especially with this latest shutdown. Fossitt shared that Steve Taylor has also sold Interlaken Resort as well. The new owners have some new ideas. Downey shared that A to Z Body Shop has closed their doors permanently. LeBeouf shared that Carl’s Cuisine in the Soo has closed their doors as well. Tammy shared that the Schools are receiving very little guidance from the State. Nostrant asked Tammy if she had heard anything from the MEDC regarding help to businesses and she stated that there has not been any word yet. Pine Stump is in the process of building a structure for outdoor dining. Waltman mentioned that he has not seen any movement at Wolf Inn yet. Downey asked in anyone else heard about Governor Whitmer possibly canceling that funds for trail grooming? The rest of the board did not hear this and Tammy will be looking into this.
2. **Finance Committee Recommendations-** The Committee meant in November, in the board packet there is the 2021 draft Budget and resolution letter for Fred Roat to purchase lot 13 with the going rate of $1000.00 and acre. Finance committee recommends to sell this lot to Fred Roat of 2.119. Motion by LeBeouf to except the recommendation to sell Fred Roat lot 13 in Park 1 for $1000.00 per acre, seconded by Downey. All Ayes. Motion passed.

**Roll Call:**

Villemure-yes

Downey-yes

Waltman-yes

LeBeouf-yes

Pann-yes

Nostrant-yes

Duflo-yes

Absent-M.Clark & Burton

2021 Draft Budget-Tammy went over the budget with the Board. Motion by Downey to approve the 2021 Budget, seconded by Waltman. Budget will be sent to appropriate boards for further approval. All Ayes, Motion passed.

1. **Nominating Committee-** Nostrant spoke on behalf of the committee and they recommend as follows: Duflo-Chariperson, Downey-Vice Chair, Waltman-Treasurer, and M.Clark-Secretary. Motion by Villemure, seconded by LeBeouf. Downey abstain, motion passed.
2. **Round Two Grant Admin Fee Discussion-**When the second round of grants came out, they kept back admin fees for an audit which has since be reduced. The Luce County EDC was sent $2644.48. Downey suggested that we can add to this and develop our own grant for the community. Nostrant suggested maybe the hospital could help add funds to this as well. After board discussion they would like Tammy to come up with the documents and then send out to the board for feedback before the next meeting.
3. **Work at home policy-**There is a document in the packet from MIOSHA order from October 2020 stating that anyone that can work remotely should be until April 2021. After board discussion they feel that we should adjust accordingly moving forward. The policy for offsite work was in packets to be voted on to end December 20,2020 and work in accordance with the order, motion by Villemure, seconded by LeBeouf. All Ayes. Motion passed.
4. **Zoom Prospector-**Annette has a report in the board packet regarding the local businesses that are for sale which does not help much with information. Annette contacted Mary at Lake Superior Community Partnership and the cost for us to use this program will be $3900 and no longer be free. After board discussion the board feels that the fee for this program is expensive and not to proceed with this unless it stays at no cost to the EDC.

 **Directors Report-**

* Attended a webinar on how to speak to a lender – various groups were represented and it was very informative
* UPCDC is out of funds – One of the things they paid for was, Zoom Prospector. It is a state-run website that developers and site selectors use to find available properties and sites for sale in Michigan. Each county will have to pay a portion. The amount will approximately be $3,000 per county could be less if more UP counties participate as well
* Checked on restaurants: Zellars and M28 Grill & Tavern are closed, takeout not working for them. Timber Charlies is doing take out. Sedars is doing ok and expanding menu offerings. Pine Stump is doing take out and working on heated outdoor seating.
* Pine Stump and Zellars applied for grants to help with heating and building outdoor approved dining areas.
* Spoke with Fred Dunkeld at the cinema he is getting concerned about keeping up the bills during the closure – the Village would not grant him relief. He did receive funds during round 1 of the cares act grants. He has applied for several grants from various organizations.
* Reached out to Brian Rahilly, congratulated him on his win and asked about a successor. I have been researching law schools to send our letter to.
* Robert Goldthorpe called a planning commission meeting to see about drawing people to our community – Cliff asked me to attend so I did. Discussion was based around people thinking differently than ever before and how would we draw them to our area? Social media? Getting in the news for something positive? Housing and internet continue to be a challenge for those efforts. First steps will be for Cliff to reach out to Newberry News and Chamber for support and ideas. Possibly run a photo or video contest for use on websites and social media to draw attention.
* Mailed Buckler letter and got back the signature receipt. This week I will send letter reminding him we need updates on the project.
* Attended the virtual U of M Economic Outlook Conference. Interesting material about forecasting future trends.
* Next set of small business grants will be open on 12/15 with strict guidelines and specific requirements. First come first serve.
* I will be using vacation days for the following days in December: 18,23,28,29 & 30. Annette will be working and calls will be forwarded to her if we are still working from home.

**Administration Report-**

* I have been working with Tony at La Dolce Video Design on updating our website, which is coming along nicely
* Spent a lot of time on Zoom Prospector and been in contact with Mary at Lake Superior Community Partnership with cost and reporting will know more in mid-January 2021, Tammy and I have ideas of listing our vacant lots on our website if the zoom prospector does not turn out
* I have found duplicate listings, since realtors can list properties as well
* Sent out loan notices
* Posted loan payments
* Helped Tammy with the budget
* I went through By-laws and put together a draft list of committee responsibilities and dates when their duties need to be done by.
* Reviewing documents
* Putting everything together for the Board meeting

**Information**

Loan portfolio update – Handout-in board packet for review

RLF Balance – Handout-in board packet for review

**Communication from public –** Cliff Fossitt will be meeting with Carol at Newberry News to try and sell Newberry and attracting new businesses, etc.

**Adjournment** – Motion made to adjourn at 5:45 p.m. by Downey, Seconded by LeBeouf.

All Ayes motion passed.

Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_on\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2020.

Colleen Duflo, Chairperson