**Luce County Economic Development Corporation**

**EDC Office Conference Call**

**Minutes**

**4:00 p.m.**

**January 12, 2021**

**Present**: Joe Villemure-Newberry, A.J. Downey-Newberry, John Waltman-Newberry, Michelle Clark-Newberry, Hunter Nostrant-Newberry, Rose Pann-Driving(4:08pm)

**Absent**: Colleen Duflo and Paul Burton

**Communication from Public**:

**Approval of minutes**

The minutes from the regular board meeting held via conference call on December 8, 2020 were reviewed and approved as presented. Motion made by Waltman, seconded by Nostrant. All Ayes. Motion passed.

**Approval of Financial Report/Bills**

The regular financial report for December were reviewed and approved as presented. Motion by Villemure, seconded by M. Clark. All Ayes. Motion passed.

The report for bills for the month of December were reviewed and approved as presented. Motion by M. Clark, seconded by Villemure. All Ayes. Motion passed.

**Correspondence:**

**Old Business-**

1. **202 EDC project update** –Nothing to report as of right now.
2. **Industrial Park Update Buckler/Roat-** Tammy is putting together documents for Fred Roat to purchase lot 13. Tammy has since called the phone number that we have on file for Buckler and it appears to be a wrong number. His follow letter will be mailed out.

 **New Business**

1. **EDC Board Member Updates-**HNJH is setting a covid-19 vaccine clinic shortly. Downey mention that the owners that have the cabins next to the DNR, is looking to expand their rentals and Tammy will be reaching to them. Waltman mentioned that out North is quiet and we need more snow.
2. **Resolution letter extension-**the resolution letter to have one signature and allow Tammy to sign checks during the covid-19 is set to expire on February 28, 2021. Motion by M. Clark to extend this date out to April 21, 2021, seconded by Nostrant. Motion passed.

**Roll Call:**

Villemure-yes

Downey-yes

M. Clark-yes

Waltman-yes

Pann-yes

Nostrant-yes

Absent-Duflo & Burton

1. **EDC Grant update-** Pike Lake grant is closed out. Site readiness grant to close to being closed out.
2. **New State Grant update-** The Governor came out with a couple of different survival grants to businesses. Also, the EDC is partnering with HNJH to present a grant opportunity for Luce County businesses only starting soon as well.

 **Directors Report-**

* Attended a webinar: The US & Finland are working together on the biomass industry. Sharing product ideas, ways to be more efficient and utilize goods and services. Michigan and Maine are the two states participating.
* Talked to several businesses about the Round 2 state grant. Many applied and were on hold from 9 am until after 8 pm. Sadly the funds are very low and no awardees have been announced as of yet.
* The state has two new grants coming out by the end of this month, details still being worked out. The MSF (Michigan Strategic Fund) will be administering and they meet on 1/14 to make final decisions. One is for $3.5M for live music and entertainment venues. The other will be for $55M Survival Grants for small businesses.
* Luce County Board approved our request for $20,000 for our grant program. They would like to know our criteria and who is awarded. In light of the new state grants we have some time to finalize our program.

Current funds in our account for our grant:

$2,644.48 from Invest UP admin fees

 + $1,756.83 from a timber sale clean up

+ $598.69 From EDC admin fees

=$5,000 for our grant before county funds added.

* I have gained access to the federal funding allocations. The amount that has come into our county is significant: There are three state grants that amounts have not yet been determined for our county. This also does not include the EDC grant.



* Annette’s evaluation has been completed
* The first part of the year is devoted to closing out 2020 and completing the annual report.
* Webinars and conference calls have picked up again
* Spoke to Fred, he is working with Northern Hardwoods and signing a nondisclosure statement to move forward. He is selling lot 17 to Matt and possibly purchasing some of his equipment. I am drawing the paperwork to sell lot 13 to him as well.
* Sent a letter to Buckler requesting and update, return certification of receipt was returned but no response. I tried to call him and his number is not valid. I did reach out by email as well.
* Newberry News bill for the photo contest that the planning commission is holding. There was a miscommunication and Cliff believes I said the EDC would pay it. The bill is $180. At the planning commission meeting he stated the EDC could afford it my response was yes but you have to ask the board. He didn’t mention the invoice when he called into our meeting so I thought other payment methods had been worked out.
* Data booklet: LSCP can create a community profile for us for $500. Sample is in the drive. Last one was completed in 2012 and was paid for by grant funds through EUP Regional planning.
* HNJH started meal delivery from 4 local restaurants. Feedback from restaurants has been positive.

**Administration Report-**

* I have been working with Tony at La Dolce Video Design on updating our website, which is coming along nicely and just waiting to go live and then he will train me on the new site.
* Helped a new chiropractor coming to Newberry with some Xray questions that she had.
* Tammy sent me a list of Luce County Businesses and I am going over to see who is still in business, etc.
* Sent out loan notices
* Posted loan payments
* Helped Tammy with year-end loan statements
* Reviewing documents
* Meeting minutes
* 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 –**

**Adjournment** – Motion made to adjourn at 4:25 p.m. by Nostrant, Seconded by Waltman.

All Ayes motion passed.

Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_on\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2021.

Colleen Duflo, Chairperson/Michelle Clark