**Luce County Economic Development Corporation**

**EDC Regular Board Meeting**

**Minutes**

**4:00 p.m.**

**April 13, 2021**

**Present**: Joe Villemure, A.J. Downey via phone, Colleen Duflo, John Waltman, M.Clark, Brian LeBoeuf, Hunter Nostrant, Rose Pann via phone

**Absent**: Paul Burton

**Communication from Public**:

**Approval of minutes**

The minutes from the regular board meeting held via conference call on March 9, 2021 were reviewed and approved as presented. Motion made by Villemure, seconded by LeBoeuf. All Ayes. Motion passed.

**Approval of Financial Report/Bills**

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

**Correspondence:**

**Old Business-**

1. **2021 EDC project update** –Since we can meet face to face again, we need to set up a meeting in order to get back on track.
2. **Industrial Park Update Buckler/Roat-** Tammy has sent Buckler’s follow up letter out by certified mail on April 1st, and as of today we have not received the signed receipt back. Tammy also asked for an updated phone number so we can update our file. Duflo suggested to have Tammy contact the EDC lawyer and have him draft a final letter to Buckler stating that the EDC will be taking action on the lot if he has done nothing by the deadline. Tammy is in the process on contacting the Brent Biehl family trust, in order to sell lot 13.

 **New Business**

1. **EDC Board Member Updates**- The ABC Storage was bought by Bill Brandt. Pete Parker’s Small Engine was sold. There is an interest in the Falls Hotel. Tammy mentioned that she has projects in the works, but not at liberty to discuss with anyone just yet. There are 30 active clients in Luce County/SBDC as of right now. Duflo stated that Northern Initiatives offices are busy with PPP loans mostly right now. Tammy will be reaching out to Fred Dunkeld family, when it is appropriate.

 **2. Resolution Letter-**The current resolution letter to allow the Luce County EDC Executive Director,

Tammy Lasley-Henry, to sign and disburse funds for account payables.  This agreement is

 temporary starting September 1, 2020, and is a result of the COVID-19 crisis and is intended to

 expedite account payables during this crisis.  This Resolution will be effective the date of signing,

 continuing to April 21, 2021. Motion by LeBoeuf, to extend the resolution letter to

 October 21, 2021, seconded by M.Clark. . After further discussion the board feels that it is time

 for Tammy and Annette should be back in the office working instead of working from home.

Roll call:

Villemure-yes

Waltman-yes

Downey-yes

M.Clark-yes

LeBoeuf-yes

Nostrant-yes

Pann-yes

Duflo-yes

Absent: Burton

**3. American Rescue Plan Act (ARPA) Funding Discussion-** Luce County itself will be receiving $1.2 million and each township will receive funds as well. These funds have not been received yet, but would like to talk to Luce County about possibly setting aside some of these funds for Economic Development.

 **Directors Report-**

* Started the GIS mapping project, it is being created now. Obtained a map of Pentland Utilities from the township for the project. Data is collected and they are assembling it now
* Working with several clients and helping with things such as: funding for training, staffing, grant assistance, Covid updates, business plans, financing, etc. There is a lot going on and several close to opening
* SBDC has 30 active clients in Luce County. I have reminded the SBDC and clients about our loan program. Some are close and may apply soon, nothing confirmed – another will be added soon as well
* Biehl Trust: Brenda, the executor is back from vacation and recovering from Covid. She is working to resolve this.
* Site Readiness grant is closed. We have remaining funds that will pay for some of the clearing next fall. ($942 of the $1,500)
* Webinars and conference calls are slowing down. Once new grants open things will pick up again. Waiting for American Recovery Act funds to be released
* Working with attorney to finalize updated loan documents. Updates made and I sent a list of questions, waiting to hear back
* Gathering things for the audit – scheduled in April
* Worked more on the website
* Sent Eric Buckler another letter – no response- I let him know that someone might be interested in purchasing his lot and to reach out for more information or if he wants contact information. June is getting close
* Just announced - CN is in the process of selling the line from Trout Lake through Newberry to Munising to Watco. The sale has to be approved by the Surface Transportation Board; no dates were given on this process. I researched Watco and found nothing significant so far other than they own other short lines across the Midwest. I will keep an eye on this as it progresses. Hopefully they are easier to work with. The Northwoods Rail Transit Commission that serves the UP and Northern Wisconsin is closely monitoring the situation
* I will reach out to the Dunkled family about the theater and do what I can to help it reopen
* Housing webinar new initiative by Invest UP, hoping for some good useful tools as it progresses. Group included developers, lenders, EDC’s, and Invest UP
* Spoke to Donna LaCourt about the surplus of pulp wood and potential uses. Wood pellets has not been a market that Michigan has been successful with. The 5-current production facilities in Michigan are struggling. Another option was cardboard/take out products, those facilities cost billions of dollars to build

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|  |  | Time off tracking as of April, 13 |  |  |
|  |  |  |  |  |  |  |  |  |
|   | PTO | Sick Time | Vacation Time | Comp Time  |
|   | Earned | Left | Earned | Left | Earned  | Left | Earned | Left |
| Tammy | 4 | 2.5 | 4 | 3 | 15 | 15 | 1 | 1 |
| Annette | 4 | 3 | 4 | 3 | 15 | 15 | 0 | 0 |

**Administration Report-**

* Updating the website as needed
* Sent out loan notices
* Posted loan payments
* Helped Tammy with documents
* Social Media-Posting more often
* Meeting minutes
* Mass Timber Webinar
* Benefits of Mass Time vs Concrete
* Faster to build
* Renewable Resources
* Quieter Homes
* Fire Resistance
* Seismic Resilience
* Can build up to 18 stories now
* 90% less construction traffic
* Retention & Growth Webinar
* We are doing everything that they suggested
* Refresh/Updating Website
* Keep in contact with local businesses
* Letting local Community know about what we do
* Social Media
* UP Energy Task Force Research on Rail Spur Grants
* Updated properties on Zoom-site searches
* Putting everything together for the Board meeting
* Nation Mobility Panel Webinar-
* Electric School Busses in the U.P.
* Wanting 5G & 6G in the U.P.
* By 2023 Traveling from the U.P. to Texas by electric cars and having enough charge stations

**Information**

Loan portfolio update – Handout-in board packet for review

RLF Balance – Handout-in board packet for review

Jan & Feb Labor Force 2021- Handout-in board packet for review

**Communication from public –**

**Adjournment** – Motion made to adjourn at 4:54 p.m. by Waltman, Seconded by Nostrant.

All Ayes motion passed.

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

Colleen Duflo, Chairperson/Michelle Clark