

Montgomery County Board

Economic Development Committee Meeting Minutes

Date: Wednesday, October 2nd, 2013

Time: 7:00 PM – County Board Room

Members Present: Chairman Heather Hampton+Knodle, Megan Beeler, Nikki Bishop, Jay Martin, Dave Ronen and County Board Chairman Roy Hertel

Members Absent: Ron Deabenderfer

Others Present: Lindsay Wagahoff, Sandy Leitheiser and Chris Daniels

The Committee met today to discuss the following:

1. **Update/Approval MCEDC:** The next MCEDC meeting is scheduled for Tuesday, November 19th at 4:30 p.m. in the Conference Room. The MCEDC Board is meeting next week to discuss a couple of applicants for a grant writer. Nokomis town board meeting. Wagahoff reported that she attended a Nokomis town board meeting and will be going to Naperville in October for a week long training on Economic Development. Wagahoff has also been updating membership list and meeting with municipal officials.
2. **Update/Approval Revolving Loan Report:** Heather Hampton+Knodle reported that the Revolving Loan Fund (RLF) Board met last night and reviewed an application. If the application is accepted by the RLF board it will go to the County Board for approval. The Committee also reviewed the RLF monthly reports. There is approximately \$175,000 balance in the RLF. The RLF reports were revised and now report the maturity dates of the three outstanding loans. Lindsay Wagahoff has been checking with the bank to see what the status is for the client that is currently in bankruptcy. There are a couple of new RLF board members and new staff that have identified some issues with the RLF policy and procedures that may need to be revised. The Committee discussed who would be responsible for working on the policy and procedures. The Committee would like for the RLF board to review and make recommended changes and compile a list of questions for the RLF policy and procedures.
3. **Update/Approval Incentive Package Development:** Heather Hampton+Knodle reported that she is working with the MCEDC to put together a package of tax incentives that can be used by the Economic Development Director as a template when talking with businesses. Once this is completed it will be presented to the Economic Development Committee and the full County Board for their approval. A new business would fill out a Business Profile Sheet that asks about their project. The Profile Sheet would then be reviewed and assessed points so that incentives could be offered based on their criteria. This would give Ms. Wagahoff a template to work on for incentives to offer without going to the full board each time she talks with a business. Ideas for the Incentive Package will be compiled for the Committee to review at their next meeting.
4. **Update/Approval EZ Mayors Meeting:** Was held on Wednesday, October 2nd at 6:00 p.m. in the County Board room. A summary of the EZ project activity was presented.
 - **Mayor's welcome packets were distributed.** The mayors also heard from representatives from CEFS, West Central Development Council, and the MCEDC. Chairman Hertel gave some information regarding the Emergency Notification System that will start up in a couple of weeks, and the Hazardous Mitigation Plan. Megan Beeler gave an update on the Comprehensive Plan and what the Planning Commission has been doing.

5. **Update/Approval Mineral Trust Fund:** Chairman Hampton+Knodle stated that she would like to discuss starting a mineral trust fund for future projects and asked committee members to write down some ideas to share at a future meeting.
6. **Update/Approval Central Illinois Economic Development Authority:** Heather Hampton+Knodle reported that there is a possible project in the works that the group may be working with. More details will be forthcoming.
7. **Update/Approval Workforce Investment Board:** Hampton+Knodle reported that she had met with Mike Sherer and WIB Board person Jeff Howell. Hertel attended the WIB board policy board meeting on September 26th. Chairman Hertel attended their policy board meeting on Thursday, September 26th, 2013 where they discussed raises and benefits which included time off for the Workforce Development Council Employees.
8. **Update/Approval Planning Commission Recommendations/Update:** Next meeting is Thursday, November 14th at 5:30 p.m. at the Annex Building Conference room. There are some written recommendations to keep the Plan current every year. Engineer Smith was unable to be at the October meeting, and will attend the November meeting. The Commission is looking at the County Structural Permit Notification form. They are working on a list that will identify high accident activity on County Roads. Megan Beeler reported that she has contacted Coroner Rick Broadus and Under Sheriff Robbins who are compiling data and maps for accidents that have occurred on roads in the County.
9. **Update/Approval Economic Development Committee Priority List:** Heather Hampton+Knodle compiled a priority list that the committee has been discussing. Committee members reviewed the list and will add the wish list that has been discussed.
10. **Update/Approval Reschedule Regular Economic Development Committee for November:** Reschedule from November 6th to Tuesday, October 29th, 2013 at 7:00 pm.
11. **Update/Approval Other Business:** None at this time.

Motion by Jay Martin , second by Nikki Bishop to adjourn the meeting. All in favor, motion carried.
Meeting was adjourned at 8:30 PM. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.