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Jefferson County Economic Development Consortium

Making Connections Giving Directions



May 8, 2012

8:30 a.m.

864 Collins Rd, Room 12, Jefferson

AGENDA

Committee Members

Chairman Ron Krueger – City of Watertown, Vice Chairman -vacant, Secretary James Schroeder – County Supervisor, Evelyn Johnson-City of Fort Atkinson, Timothy Freitag-City of Jefferson, Steve Wilke - City of Lake Mills, Vacant-City of Whitewater, Mark Johnsrud-Village of Johnson Creek, Augie Tietz-County Supervisor, Al Counsell-County Supervisor

1. Call to Order
2. Roll Call (Establish a quorum)
3. Certification of Compliance with Open meeting Laws
4. Election of Officers: Chair, Vice Chair, Secretary
5. Presentation by Wisconsin Southern (WATCO) – Ken Lucht
6. Approval of Agenda
7. Citizens Comments
8. Approval of Minutes – April 10, 2013
9. Communications
10. Presentation on Locate in Wisconsin
11. Resolution for EPA Brownfield's Assessment Grant Application
12. Discussion on the Jefferson County Economic Development Consortium Intergovernmental Agreement
13. Directors Report
 - a. Activities Report
 - b. Finance Report
14. Committee Reports
 - a. Broadband Taskforce
15. Future Agenda Items
16. Upcoming Meetings/Seminars
17. Adjournment

The Committee may discuss and/or take action on any item specifically listed on the agenda.

"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made."

Jefferson County Economic Development Consortium
Board of Directors Meeting
April 10, 2013

Jefferson County Economic Development Consortium

Making Connections Giving Directions

Meeting called to order at 8:30 am.

Board members present: Supervisors Augie Tietz, Al Counsell, Jim Schroeder Al Counsell, Ron Krueger – City of Watertown, Tim Freitag – City of Jefferson, Mark Johnsrud – Village of Johnson Creek, Evelyn Johnson - City of Fort Atkinson,

Others Present: Chairperson John Molinaro, Kim Erdmann, Catherine Kleiber, Jim Romlein, John David, Steve Cline, Roland Welsch, Joe Nehmer, Professor Steve Grabow, Director Dennis Heling, Administrative Assistant RoxAnne Witte

Certification of compliance with Open Meeting Law Requirements

D. Heling certified compliance for the agenda dated April 10, 2013

Citizen Comments

Request for all to turn off cell phones and tablets.

Minutes

Johnson/Schroeder moved to approve the minutes of the March 13, 2013 as presented. Motion carried.

Communications

1. D. Heling read letter received from Bill Dovi resigning his position on the board of directors effective immediately.
2. The article "Who Controls Fiber?" was handed out the board.

Discussion about Broadband and Potential Creation of Taskforce for Jefferson County Area Network(JCAN) Broadband Initiative.

Discussion continued on the Jefferson County Area Network (JCAN). Evelyn Johnson was appointed as acting chairperson of the taskforce. The taskforce will develop a plan of action and report back to the board at the May meeting.

Directors Report

Tietz/Counsell moved to accept the April 2013 Directors Report as submitted. Motion carried.

Finance Report

Johnson/Counsell moved to approve the March 31, 2013 Financial Report as submitted. Motion carried.

Committee Reports

Glacial Heritage

J. Nehmer and A.Tietz updated the board on the following:

1. 5,000 canoe maps have been printed
2. DNR continues work on the Glacial Drumlin Trail north of Jefferson
3. Garmon Trailhead – Waterloo Region Groundbreaking April 25, 2013
4. Work continues on the trail from Watertown to Waterloo
5. Equestrian Trail – discussion is being held on creating a trail between Kettle Moraine and Rome Mill Pond
6. Rock River Water Trail has been designated into the National Water Trails System

Future Agenda Items

1. Election of Officers
2. Broadband Taskforce
3. Rail Initiative
4. Review JEM Grant
5. Study on Manufacturing in Jefferson County

Upcoming Meetings

JCEDC Board of Directors, May 8, 2013 8 am, Jefferson County Courthouse, Rm 12, Jefferson

Adjournment

Board thanked Ron Krueger for his many years of service to the Jefferson County Economic Development Consortium and wishes him the best in all his future endeavors.

There being no further business for consideration, motion by Schroeder/Johnson to adjourn. Meeting adjourned at 10:17 am.

Respectfully submitted,
RoxAnne Witte

Jefferson County Economic Development Consortium
 April 30, 2013

Income	April 2013	Year to Date	2013 Budget
CDBG & Others	-	-	10,000.00
Home Buyer Counseling - 2012	-	4,350.00	0.00
Home Buyer Counseling - 2013	-	-	0.00
Jefferson County	-	-	83,857.00
Fort Atkinson	-	-	12,380.00
Jefferson	-	7,934.00	7,934.00
Johnson Creek	-	2,806.00	2,806.00
Lake Mills	-	5,742.00	5,742.00
Waterloo	-	3,331.00	3,331.00
Watertown	-	15,444.00	15,444.00
Whitewater	1,593.00	0.00	3,205.00
Transfers & Other Financing Sources	-	-	-
TOTAL INCOME	\$ 1,593.00	\$ 39,607.00	\$ 144,699.00
Expenses			
Wages	\$ 10,235.19	\$ 41,087.86	\$ 119,439.00
Professional Services	-	-	0.00
Furniture & Fixtures	-	-	0.00
Office Equipment	-	-	200.00
Computer Equipment	-	133.07	100.00
Office Equipment Lease	-	-	0.00
Postage	20.00	37.26	260.00
Office Supplies	-	15.40	300.00
Printing	-	-	30.00
Subscription	-	99.75	400.00
Membership Dues	-	425.00	425.00
Advertising	-	-	0.00
Tourism Development- Discover Wisconsin	-	-	4,500.00
Registration	-	-	400.00
Mileage	125.00	530.25	2,250.00
Meals	25.00	275.64	280.00
Lodging	-	-	300.00
Other Travel	-	143.00	50.00
Telephone/IP Telephone	50.00	203.91	660.00
MIS	651.08	2,604.32	6,551.00
Other Insurance	39.92	158.92	479.00
ED workshop/materials	-	-	500.00
Web Page	-	-	0.00
Repair & Maintenance	-	-	510.00
County Duplication Allocation	-	-	603.00
Transfer to Reserve	-	-	6,462.00
TOTAL EXPENSES	\$ 11,146.19	\$ 45,714.38	\$ 144,699.00

* Note these items are estimates only

**JEFFERSON COUNTY ECONOMIC DEVELOPMENT CONSORTIUM
BOARD OF DIRECTORS
MEETING**

**Wednesday, May 8, 2013
8:30 a.m.
Room 12
Workforce Development Center
Jefferson, WI 53549**

**May 2013
DIRECTOR'S REPORT**

Below are examples of some of the activities the department was involved in during this reporting period:

1. Attended and participated in the Glacial Heritage Area Education, Communication Outreach and Economic subcommittee. Discussion and ideas exchange on various outreach activities taking place this year and detailed review and discussion on web page and various protocols for the website. Discussions had about the recreational assets map and ideas for changes needed for a potential 2014 reprint. Also an update from the Friends Group on their activities. Parks department Kim Buchholz gave out copies of the recommended bike route north of Jefferson for cyclists to follow who are participating in the June Bike & Hike with the Artists. Greg Mathews from Wisconsin Department of Natural Resource gave Jefferson County Parks department a GHA logo banner for use at various events for our outreach program.
2. Attended and participated in a program "Preserving Wisconsin's Barns through Adaptive ReUse". This program hosted by the Planning & Zoning Department featured Charles S. Law who gave a detailed presentation outlining not only adaptive reuse of the physical structures of barns but then lead into a facilitated discussion (visioning/strategy) by Professor Steve Grabow. During this facilitated discussion numerous ideas were presented and discussions took place which outline and identified many ideas, challenges, obstacles and visions for the reuse of barns. Ideas includes such avenues as mentoring programs to facilitate reuse activities for these structures to creating a mind set for how agribusiness and rural centric business could prosper in these reuse structures.
3. Activities for the Community Development Block Grant Emergency Assistance Program (CDBG-EAP) for this reporting period included: Numerous communications with Wisconsin Department of Administration regarding projects which included additional documenting for reimbursements requested, continue to conduct interviews for Labor Standards Compliance, prepared project disbursements requests, numerous site visits, completing historical review record for the Rivers Edge property acquisition, meetings and or telephonic conversations with City of Jefferson staff on several of the CDBG-EAP projects.
4. Regional Revolving Loan Fund (RLF) program team traveled to Plover (Stevens Point Area) and met with Central Region RLF Committee representatives. At this meeting further guidance and discussions about best practices and how their program is working. For this meeting we prepared question in advance for discussions. Ongoing discussions had about other regional revolving loan initiatives and incorporating concepts and ideas into our draft proposal. Continue with edits for and ideas incorporation into the initial draft procedures manual for the proposed Capital Region regional revolving loan entity.

5. Attend and participated in Madison College's facilitated workshop and focus group for discussions on needs for primarily workforce education and degree and certificate programs. At this workshop several businesses relayed their concerns about qualified workforce participants and the skill necessary for working in such areas as healthcare and manufacturing. Detailed discussion and recommendations made to the College for next steps and action items.

6. Some of the other department activities included:
 - Attend ribbon cutting for Rivers Edge and Herons Landing, flood recovery projects,
 - Attend and participate in the monthly Home Consortium meeting,
 - Gather further information for Broadband Taskforce,
 - Attend Kendall Packaging ground breaking ceremony for its upcoming building expansion project. This followed our prior assistance for equipment acquisition through the Jefferson County Revolving Loan Program.
 - Attend and participate on the City of Jefferson RDA Committee,
 - Work with Rox to submit reclassification of her position.

Respectfully Submitted,

Dennis Heling

Dennis Heling
Director
Jefferson County Economic Development Consortium
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Phone 920.674.8710
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RESOLUTION NO. 2013-02

**EPA Brownfields Assessment Grant Application for Hazardous Substances
and EPA Brownfields Assessment Grant Application for Petroleum Products for Jefferson County**

WHEREAS, Federal monies are once again available under the U. S.Environment Protection Agency (EPA) for the assessment of and planning for brownfields,

WHEREAS, Jefferson County Economic Development Consortium, under Resolution 2008-05, adopted on November 12, 2008, authorized staff to prepare an application to the EPA on behalf of Jefferson County, Wisconsin,

WHEREAS, Jefferson County Economic Development Consortium, under Resolution 2011-03, adopted on November 9, 2011 authorized staff to prepare an application to the EPA on behalf of Jefferson County, Wisconsin,

WHEREAS, Jefferson County Economic Development Consortium, under Resolution 2012-03, adopted on August 8, 2012 authorized staff to prepare an application to the EPA on behalf of Jefferson County, Wisconsin, which application was postponed in an effort to strengthen the application following EPA's guidance and incorporation of its recommendations,

WHEREAS, after due consideration, the Jefferson County Economic Development Consortium again authorizes staff to prepare an application on behalf of Jefferson County, Wisconsin to be submitted to the EPA,

WHEREAS, the grant is to conduct environmental assessment and to initiate clean-up planning and will be used to conduct inventory and site prioritization planning, environmental assessment, remedial planning, and community outreach, and through these activities will help implement countywide and local community's comprehensive land use plans for improvement of potential brownfields lands, and further allow the County to further partner with its local municipal governments, local cooperative partners and the Wisconsin Department of Natural Resources to identify known and potential brownfields,

WHEREAS, such activities will include environmental assessments and developing initial plans for the clean-up of properties determined to be contaminated by hazardous materials and petroleum substances, with a focus on the floodplain areas and areas damaged by the catastrophic June 2008 flood, and

WHEREAS, the Jefferson County Economic Development Consortium Board of Directors has reviewed the need for the proposed projects and the benefits to be gained there from and will reconvene or create a countywide Brownfields Advisory Committee,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Economic Development Consortium Board of Directors does approve and authorize the preparation and filing of an application for the above-named projects; and the staff is authorized to work with Jefferson County and its Administrator and staff to prepare all necessary documents on behalf of the County; and that authority is hereby granted to the Jefferson County Economic Development Consortium staff to take the necessary steps to prepare, file the appropriate application for funds, and administer this program in accordance with this resolution.

Adopted by the Jefferson County Economic Development Consortium this 8th day of May 2013.

Attest:

Dennis Heling Director

John David
Chairperson