

# Agenda

## Jefferson County Economic Development Consortium

*Making Connections Giving Directions*

**March 13, 2013**

**8:30 a.m.**

**864 Collins Road, Rm 12, Jefferson**

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## AGENDA

### Committee Members

Chairman Ron Krueger – City of Watertown, Vice Chairman Bill Dovi-City of Waterloo, Secretary James Schroeder – County Supervisor, Evelyn Johnson-City of Fort Atkinson, Timothy Freitag-City of Jefferson, Steve Wilke - City of Lake Mills, Patrick Cannon-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. Approval of Agenda
5. Citizens Comments
6. Approval of Minutes – February 13, 2013
7. Communications
8. Directors Report
  - a. Activities Report
  - b. Finance Report
9. Committee Reports
  - a. Broadband
10. Future Agenda Items
11. Upcoming Meetings/Seminars
12. 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  
February 12, 2013**



Meeting called to order at 8:37 am.

Board members present: Supervisors Augie Tietz and Chairperson John Molinaro, Bill Dovi-City of Waterloo, Ron Krueger – City of Watertown, Steve Wilke - City of Lake Mills, Tim Freitag – City of Jefferson, Mark Johnsrud – Village of Johnson Creek

Others Present: Catherine Kleiber, Wayne Koessl, Jim Romlein, Lynn Forseth, Ryan Whisner, Lydia State, Todd Schultz, David Diestler, Gregg Silberg D.O., Leann Schwandt Lehner, Connie Meyer, Director Dennis Heling, Administrative Assistant RoxAnne Witte

**Certification of compliance with Open Meeting Law Requirements**

D. Heling certified compliance for the agenda dated February 13, 2013.

**Citizen Comments**

Request for all to turn off cell phones.

**Presentation- Wisconsin College of Osteopathic Medicine**

Dean Silberg gave a presentation on the proposed Wisconsin College of Osteopathic Medicine campus that is being considered on the Sanctuary Ridge property in the City of Jefferson. D. Heling gave a presentation on the impact the college would have on the economy in Jefferson County.

**Review, discuss, recommend or deny resolution supporting Wisconsin College of Osteopathic Medicine locating in Jefferson County.**

Motion by Dovi/Tietz to approve Resolution 2013-01 Supporting Wisconsin College of Osteopathic Medicine to establish a facility in Jefferson County Wisconsin. Motion Carried.

**Committee Reports**

**Tourism – Fair Park Update**

D. Diestler gave an update on the Fair Park activities and the upcoming schedule of events for 2013.

**Minutes**

Tietz/Dovi moved to approve the minutes of the January 9, 2013 as presented. Motion carried.

**Communications**

C. Kleiber distributed an article to the board that she had written on Pocket Radiation.

**Directors Report**

Dovi/Wilke moved to accept the February 2013 Directors Report as submitted. Motion carried.

**Finance Report**

Wilke/Dovi moved to approve the January 31, 2013 Financial Report as submitted. Motion carried.

**Committee Reports**

**Glacial Heritage Plan**

A.Tietz updated the board on funding for the plan and the recent activities of the committees regarding various bike trails in Jefferson/Waukesha Counties.

**Future Agenda Items**

1. Broadband

**Upcoming Meetings**

JCEDC Board of Directors, March 13, 2013, 8:30 am, UW Extension/Workforce Development Building, Rm 12, Jefferson

**Adjournment**

There being no further business for consideration, motion by Tietz/Dovi to adjourn. Meeting adjourned at 10:30 am.

Respectfully submitted,  
RoxAnne Witte

Jefferson County Economic Development Consortium  
 February 28, 2013

Income	*February 2013	Year to Date	2013 Budget
CDBG & Others	-	-	10,000.00
Home Buyer Counseling - 2012	1,450.00	4,350.00	0.00
Home Buyer Counseling - 2013	-	-	0.00
Jefferson County	-	-	83,857.00
Fort Atkinson	12,380.00	-	12,380.00
Jefferson	0.00	7,934.00	7,934.00
Johnson Creek	0.00	2,806.00	2,806.00
Lake Mills	0.00	5,742.00	5,742.00
Waterloo	0.00	3,331.00	3,331.00
Watertown	0.00	15,444.00	15,444.00
Whitewater	-	0.00	3,205.00
Transfers & Other Financing Sources	-	-	-
<b>TOTAL INCOME</b>	<b>\$ 13,830.00</b>	<b>\$ 39,607.00</b>	<b>\$ 144,699.00</b>
<b>Expenses</b>			
Wages	\$ 9,953.25	\$ 19,906.50	\$ 119,439.00
Professional Services	-	-	0.00
Furniture & Fixtures	-	-	0.00
Office Equipment	-	-	200.00
Computer Equipment	-	-	100.00
Office Equipment Lease	-	-	0.00
Postage	21.67	30.55	260.00
Office Supplies	-	-	300.00
Printing	-	-	30.00
Subscription	-	-	400.00
Membership Dues	-	-	425.00
Advertising	-	-	0.00
Tourism Development- Discover Wisconsin	-	-	4,500.00
Registration	-	-	400.00
Mileage	187.50	456.04	2,250.00
Meals	23.33	204.18	280.00
Lodging	-	-	300.00
Other Travel	-	143.00	50.00
Telephone/IP Telephone	55.00	110.00	660.00
MIS	-	-	6,551.00
Other Insurance	39.92	79.84	479.00
ED workshop/materials	-	-	500.00
Web Page	-	-	0.00
Repair & Maintenance	-	-	510.00
County Duplication Allocation	50.25	100.50	603.00
Transfer to Reserve	-	-	6,462.00
<b>TOTAL EXPENSES</b>	<b>\$ 10,330.92</b>	<b>\$ 21,030.61</b>	<b>\$ 144,699.00</b>

\* Note these items are estimates only

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

**Wednesday, March 13, 2013  
8:30 a.m.  
Room 12  
Workforce Development Center  
Jefferson, WI 53549**

**March 2013  
DIRECTOR'S REPORT**

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

1. Various activities for the Community Development Block Grant Emergency Assistance Program (CDBG-EAP) for this reporting period continued. Several communications with Wisconsin Department of Administration regarding the status of projects including, the River's Edge and Foremost projects. Continue to conduct interviews for Labor Standards Compliance. Communications and discussions had with Del Chmielewski on project property acquisition which included editing to final various documents and provide information on this project to Department of Administration. Research historic status for two buildings in this flood recovery program.
2. Activities continue with the Wisconsin College of Osteopathic Medicine during this reporting period. Attended various meetings, such as the Jefferson County Library Services Committee and Jefferson County Board of Health to inform them about the project. Additional discussions had with Economic Modeling Specialists about the initial impacts of the project. As a reminder this modeling allowed me to independently assess the economic impact of the medical college project to provide an initial impacts report to state, county and city officials attending the initial project rollout workshops. I attended meetings regarding this project with state, county and city staff to discuss various components of this project.
3. Meet with Rushing Waters Fisheries to discuss their expansion project. Provided them with application and information for our revolving loan program. Convened and presented project to the loan review committee for its analysis. The project is for Rushing Waters to expand its fish processing output capacity through expanding the processing plant, cooler and freezer space, value added production space, retail store and then add a dining facility area. This expansion project will add approximately \$1.2 million in building improvements and \$250,000 in new equipment expansion. Rushing Waters represented it will create at least 5 additional full time positions but, feels that it is likely to create between 9 and 16 new positions. The review committee authorized assisting with \$100,000 equipment loan. The request went to the Jefferson County Board of Supervisors for final approval.
4. Regional Revolving Loan Fund program team met to discuss the procedures and manual creation for this regional initiative. Discussions had about other regional initiatives and agreed to meet in April with the Central Region RLF Committee representatives for further guidance and discussions about best practices. Began initial draft of procedures manual for the proposed Capital Region regional revolving loan entity.

5. Attend and participate in the Intergovernmental Coordinating Committee program. As a panel member I was asked to provide a brief overview of the JCEDC including organizational goals and our role in economic development in the county/region. Additionally I was asked to share some of the challenges and opportunities they have heard from local businesses in our area and then to share new programs/ideas/directions that we are implementing in the county/region. Also as a regional activity I attended a workshop on Economic Competitiveness and reviewed how to work with existing strategies developed by Thrive's Advance Now initiative. The purpose of the work group is to make recommendations to Thrive's implementation team on areas of mutual need and how the regional partners might have common themes that will advance the region and thereby assist the local initiatives.
6. Some of the other department activities included:
  - Attend monthly Home Consortium meeting in Waukesha,
  - Attend and participate in Waterloo's quarterly Business Council meeting,
  - Attend presentation on Green Tier program at the Solid Waste Committee meeting,
  - Attend and participate in the Jefferson County Tourism Council meeting,
  - Participate in a committee discussion on Broadband and next steps,
  - Participate in Broadband Webinar hosted by the Wisconsin Counties Association,
  - Attend and participate in Glacial Heritage Area subcommittee meeting on Education, Communications and Economic Benefits.
  - Attend and participate in Jefferson County Department Head meeting,
  - Attend monthly Jefferson County Board of Supervisors meeting.

Respectfully Submitted,

*Dennis Heling*

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