

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
TUESDAY, APRIL 9, 2019
AGENDA
6:00 PM**

1. Call to Order

2. Roll Call – Roll Call – Chuck Nagel (chairman), Richard Hill (vch.), Russ Cotton, Bryant Kempf, Joss Davis.

3. Approval of Minutes

- a. Approval of March 12, 2019 Regular Meeting Minutes
- b. Approval of March 13, 2019 Special Meeting Minutes

4. Public Input

5. Approval of Claims

6. Treasurers Report

7. Budget

8. New Business

- a. Annual Audit report – CliftonLarsonAllen LLP
- b. CYFER report
- c. ICRMT – Eric Snedeker

9. Unfinished Business

- a. Goals for EDC
- b. Revolving Loan Grant
 - i. Smart Earth Technologies dba SoBrite

10. Other

11. Executive Session

12. Any Action Coming Out of Executive Session

13. Adjournment

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
TUESDAY, MARCH 12, 2019
MINUTES
6:00 PM**

1. Call to Order

2. Roll Call – Chuck Nagel (chairman), Richard Hill (vch.), Russ Cotton, Bryant Kempf, Joss Davis all present.

3. Approval of Minutes

- a. Approval of February 13, 2019 Regular Meeting

Motion to approve February 13, 2019 minutes made by Cotton, seconded by Davis. *Motion passed.*

4. Public Input

Ms. Aggertt reported that the health department is looking for nominees for the public health award. Anyone who lives in Woodford County that is an advocate for public health can be nominated.

5. Approval of Claims

Motion to approve March claims made by Kempf, seconded by Cotton. *Motion passed.*

6. Treasurers Report

Ms. Andrews reported that all funds are in good standings. Grosenbach's Grocery has been moved to foreclosure/bankrupt in the Revolving Loan Program. She also presented the 1st quarterly revenue report.

7. Budget

8. New Business

- a. Annual Audit report – CliftonLarsonAllen LLP

This presentation will take place in April

- b. Approval of application fee for RLF Grant

Jim Cummings from GPEDC introduced himself to the committee. He will be responsible for our application and writing the grant. Motion to approve the application fee pending the Woodford County State's Attorney approval made by Cotton, seconded by Hill. Mr. Cummings explained the process briefly and stated as we move along in the process he will explain the process in greater detail. This first thing to happen is to define the project. Once the project is defined, an approved resolution will be signed and a public hearing with the whole board will need to be held. It was questioned about the survey listed in the application and if it is at additional cost, and how often is a survey done. Mr. Cummings explained that it depends on the project if the survey is needed. If a project is for low income in a certain area, then a survey has to be taken to see if the residents in that area are indeed low income. He stated the cost depends on the amount of work that has to be done. It was asked if a township can do their own survey to defer the cost away from the County. Mr. Cummings stated that those things can be written into the agreement with the townships. It was stated that issues do come up that should be factored into the cost. Discussion on if this needs to be board approved. Since it is under the board rule threshold, it does not. However, it will be brought up under the committee reports so the board will be informed. *Motion passed.* 1 Nay vote.

Mr. Minger arrived at the meeting and stated he had looked over the agreement and doesn't see any problems with it. Mr. Nagel asked that it be paid out of the EDC line item.

- c. Discussion and action on Grosenbach Grocery LLC RLF

The City of Minonk and Woodford County both did loans to Grosenbach Grocer. The bank is in the process of foreclosing and would like a release from the county. The property was appraised at \$190,000, but it was stated that with a foreclosure, it will probably not be sold for that amount and there is no value in the business itself. Mr. Minger suggested that the county forgo collections as there is a very low chance to recover any money. If it is on our books, it could cause us problems moving forward with the

grant, but if we forgo collection it will get it off our books, which would help in the grant process. However, we don't want to send the message that it is okay to not repay the loan. It was felt that this decision should be discussed at the full board. If we continue with the loan program, then when a borrower falls behind we need a process to follow, such as sending a letter explaining what could happen if the loan is not repaid. Motion to move consent foreclosure to the full board made by Hill, seconded by Davis. *Motion passed.*

9. Unfinished Business

a. Revolving Loan

There will be a special meeting tomorrow, Wednesday March 13 at 6PM in the Board Room with the townships and municipalities. A certified letter went out to each township/municipality. All except 7-8 have been picked up. At the meeting the townships/municipalities can make suggestions of what they have so far for projects. If more than one township/municipality have the same type of project they can collaborate, making the process easier. The April and May deadlines will also be discussed. It was asked why Wednesdays were chosen as the date to meet and it was advised that Wednesday is the day that most of the townships/municipalities do not hold their meetings.

b. Goals for EDC

Last month the committee laid out goals. They would like to add job force to those goals. This item will be discussed in further detail next month.

10. Other

Ms. Aggertt reported on the GATA regulations. There are additional reports that have to be submitted. Her thoughts were to put the numbers in when the reimbursements are due, and has been reaching out to the department heads who have grants to get that done. She went over the issues she is having, where to find some of the numbers, and the timeline of all the reports.

Discussion was held regarding moving the meetings to 5:30 instead of 6:00, and several members could not make the 5:30 time.

11. Executive Session

12. Any Action Coming Out of Executive Session

13. Adjournment

Motion to adjourn made by Davis, seconded by Hill. *Motion passed.*

Meeting adjourned at 6:45 PM.

Submitted by: Deb Breyman

Chuck Nagel, Chairman
Finance Committee

FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
WEDNESDAY, MARCH 13, 2019
SPECIAL MEETING MINUTES
6:00 PM

1. Call to Order

2. Roll Call – Chuck Nagel (ch.), Russ Cotton (v-ch), Richard Hill (Mr. Hill left at 7PM), Josh Davis all present. Bryant Kempf is excused. Also present are Emily Barker, and Barry Logan.

Members from Bay View Gardens, Village of Roanoke, Village of Germantown Hills, City of Minonk, City of El Paso, Woodford County Health Dept., village of Congerville, and City of Eureka also present.

3. Public Input

4. New Business

a. Revolving Loan Grant Fund discussion

Mr. Cummings from GPEDC was introduced and it was explained what he will be doing, and that the payment for the application fee will be paid for by the County and not come out of the grant funds. This is a non-competitive grant. The scope of the work needs to be postmarked by April 12, and just state a simple explanation of what the intended project will be. No engineering work can be done at this time.

Members were asked to share what projects they have in mind of submitting. In doing this, they can hear what other townships/municipalities are working on the same type of projects and share information.

*Minonk – Ramps and sidewalk repair on Oak Street to make local business and physical therapy building accessible to handicap.

*El Paso – sidewalk and ramps in a 2 block area of downtown area making it more complaint to ADA. Create more handicap parking spaces, brick roads with water pooling and freezing.

*Germantown Hills – solar light crossing signals at three road crossings. An area of existing sidewalk where water is pooling and wheelchairs/handicap cannot get around.

*Roanoke – sidewalks and ramps in downtown area, Main Street. Sidewalks are patched, and uneven, hard to maneuver around. 3 blocks have stairs, wheelchair, handicap have to walk in street, want to put in ramp, retaining wall.

*Health Department – automatic doors for handicap to make health department more accessible.

*Bayview Gardens – render Village Hall complaint – widening entrance, installing ramp, bathrooms

*Eureka – sidewalk replacement and ramp into city building.

*Congerville – Village Hall – there is a 6 to 8 in drop off from the sidewalk to the gravel. Gravel not ADA compliant. Install ramp and pave area. They received a grant for a walking trail. Have completed the trail up to installing the gravel, then the state pulled the grant funding. That trail is not ADA complaint.

It was explained where this grant money is coming from and how the county has 2 projects that it can be used on. The mission of the county is to have 1 project be an umbrella project that the townships/municipalities can use for improvements that meet ADA. The county will receive the township/municipalities proposed project and apply a formula to determine which project will be completed.

Since this grant is county money, and the county services all citizens of the county, the county projects will be addressed first. The elevator needs repair and sidewalk repair. Mr. Logan stated that Bayview Gardens is thinking outside the box, which is good. He encouraged other communities to do the same and not just look at sidewalks. Look at public buildings and see what needs to be done to make them ADA compliant. The list that was provided included a lot of ideas of where to look for improvements.

Mr. Cummings address the room and stated that sidewalks would not be considered unless they are associated with a building. Fixing a sidewalk that is crumbling that is not associated with a building would not be addressed as it would be looked at as not being maintained, and this grant is not to fix things that the townships/municipalities did not maintain. Mr. Cummings would need to come look at the area that is being considered for a project. He stated that the proposal can be made with the fewest doubts they have. Ms. Hanley stated that the state is willing to work with us on our projects. Suggestions of looking at other areas were made - areas of fire alarms that could be considered. If all the money is not used in this umbrella project, then we have the opportunity for a second project, but will address that at a later date.

It was questioned when Mr. Cummings will come look at the projects. It was stated that the township/municipality can call him at any time to come look at their proposed project and get ideas. He will look at all chosen projects once those projects have been determined. It is hoped that municipalities/townships will work together to help save costs if the projects are similar. We will have one contractor for the all projects. This is a simple process for the townships/municipalities. All they have to do it meet our deadlines, and the county will do the rest – choosing the project, hiring the engineers, contractors, paying the bills, etc.

There are two dates that the townships/municipalities need to be aware of – April 12 and May 6. The April 12 date is for submitting the project description. This description should be very broad – just briefly listing the scope of the project. May 6 the townships/municipalities will submit the estimated cost of project.

5. Unfinished Business

6. Adjournment

Motion to adjourn made by Cotton, seconded by Davis. *Motion passed.*
Meeting adjourned at 7:25 PM.

Submitted by: Deb Breyman

Chuck Nagel, Chairman
Finance Committee