**Minutes**

*The mission of the Mount Pulaski Economic Development and Planning Board is to improve the quality of life and create a shared prosperity in our community by retaining, sustaining, and enhancing existing businesses and community organizations, attracting, and developing new businesses and improving and upgrading infrastructure.*

**Date: 10/5/2022**

**Time: 6:00 pm**

**Location: 124 S Washington St, Mt Pulaski IL 62548**

**Meeting Type: Business**

1. Call to Order: Andrew Called the meeting to order at 6:04 PM on October 5, 2022.
2. Roll Call: Present-Andrew Meister, Corey Leonard, Tracy Pulliam, Erin Wyss. Doug Johnson arrived at 6:16 pm and Shea Campanella was absent. Also present, Deanna Howard, administrator.
3. Introduction of guests: Marty and Carol Spear were present for their grant application.
4. Approval of Consent Agenda
	1. Corey motioned to approve the consent agenda payments. Motion was seconded by Erin. Roll call vote: Andrew-Aye, Corey-Aye, Tracy-Aye, Erin-Aye, Doug-Aye, Shea-Absent
	2. Corey motioned to approve the minutes from September 7, 2022, meeting. Doug seconded the motion. All members present voted Aye and the motion passed.
5. Treasure’s report was presented along with a report of open grants. Deanna explained the open grant report. The amount paid column for open grants reflects balance of approved amount. Andy brought up our CD. He believes the CD is up. Erin will check on the CD to discuss what needs to be done at the next meeting. The CD as of end of April was almost 204 thousand, this was not included on this treasurer’s report.
6. Old Business
	1. Project Updates
		1. Town Square Revitalization-no update
		2. FarmFed Co-Op-no update
		3. Market on the Hill-Deanna emailed Kim and Sarah for a report but had not received one.
		4. Topper’s RV & Marine, LLC-an invoice was submitted and included in the consent agenda. Tyler will be having a blood drive at the business. Members questioned if multiple payments should be allowed. Erin thought it was too time consuming to write multiple checks to grantees. Corey pointed out that grantees may need partial reimbursements to continue with a project. It was decided that with Deanna’s system for tracking grants, multiple payments will be allowed.
		5. YMCA Daycare/Summer Program-Andrew updated the board, saying that Megan Jones is taking care of the after-school program at this time.
		6. 501C3-Deanna reported that she updated the city council that EDPB has decided not to move forward with filing for 501c3 at this time.
		7. Frazier Park-Deanna updated the board that Matt Presswood is agreeable with a group effort and willing to join discussions. Andy has talked to the mayor and is also in favor of a group effort.
		8. Grant process update-Deanna presented the grant application with revisions made from the last meeting. She also presented the scoring form and a reimbursement form that would be a tool for applicants to upload documents directly to EDPB online. It was decided that the scoring sheet needs to be an internal form and rename it “Application Evaluation Sheet” Changing the numbering system to a yes, no and n/a. She will make the requested changes and present it at the next meeting for approval.
7. New Business
	1. Review Grants
		1. Spear’s Storage: Marty and Carol Spear purchased the storage units and an additional property. They have torn down a dilapidated house, one garage and cleaned up the area that had become severely overgrown. Andy explained that the board looks at projects and likes to see how much of the applicant’s own funds have been put into the business and/or project. They want to know that the applicant is not relying solely on EDPB. He asked Marty to explain other expenses they have had for this property. Marty and Carol listed they have brought in rock and dirt to improve the drives around the storage units, painted storage units, repaired doors, and performed general maintenance. Their immediate plan is to add lighting to the area to increase safety and security for the tenants of the units and remove a tree that is not in very good shape. He has purchased all the materials to add electrical and is working with Ameren to have them install pole lights. They left one garage on the property to convert it into an office for the business. Their long-term plan is to add additional storage units next to the existing units and then expand into the additional property. Andy noted that the application checks many of the boxes EDPB looks for. Community image, beautification, underutilized properties.
		Marty and Carol left the meeting, and the board discussed the application. The application met many of the goals of the EDPB mission, but the invoices submitted were from June of 2021. The board agreed that grants should not be approved for past projects from a previous fiscal year. The board members are in support of their project but need more current activities. Deanna will reach out to Marty and Carol to request more current invoices to be reviewed at the next meeting.
		2. May and Burch Conservation: Debra May applied for help covering expenses to take the necessary steps to have historical buildings in Mt Pulaski added to the National Register of Historical Places. Included with her application are notes from a meeting with a previous EDPB admin, Lorah, and notes from her presentation to City Council. Debra had first discussed this possibility with EDPB on August 13, 2018 and made a presentation to Mt Pulaski city council on September 24, 2019. When the pandemic hit this project was put on the back burner. Erin remembered that she was supposed to help gather some information and because of the pandemic she did not have the time needed. Although detailed the application left the members with many questions. There were concerns about how this would affect the owners of the properties with the upkeep and maintenance of their properties. They wondered if there will be ongoing fees associated with being on the register. Erin questioned the two routes Debra had listed. The city ordinance would be the easiest route why would we not just go that way. Corey questioned who the enforcing body would be. What happens if an owner of a building wants to modify their building who approves the work. He explained that Lincoln has a Historic Preservation Board that is a subsector of the City Council. When he switched offices, they would not approve him moving his sign to the new location. He did appeal to the City Council and was approved. They would like to have Debra present at a meeting or via phone during a meeting to answer questions. The EDPB members also felt that this project should have the support of city council prior to EDPB deciding to award funds for this grant. The EDPB is in favor of letting Debra know that they are in interested in this project, but she must present it to the city council and verify they are still in support of this prior to EDPB’s involvement. The grant was tabled, and Deanna will reach out to Debra May and discuss the board’s decision to table this grant.
	2. Future Projects
		1. Road Signs: Doug would like to see some maintenance performed on the road signs, especially the signs on Route 121. He feels they do not give a good impression of our community and makes it look run down. He wondered if there is someone that is willing to do the work and EDPB would give a grant and had not thought that it may be something that the city does. He talked of Mic Cyrulick making a tool to repaint the street signs. Andrew will reach out to the mayor and see what the typical process is.
		2. Side Walks: No discussion at this meeting.
	3. OMA training/Statement of interest: Deanna will send the training link to the board members and get more information to enable them to complete the statement of interest documents.
8. Other Business/Non-Agenda items: none
9. Executive Session: none
10. Next Meeting 11/2/2022 6:00 pm
11. Adjournment: Tracy motioned to adjourn, and Erin seconded the motion. All members present voted Aye. Motion passes.