**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: 1/4/2023**

**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 6:06 pm
2. Roll Call: Present Andrew Meister, Corey Leonard, Tracy Pulliam, Erin Wyss, Shea Campanella, Deanna Howard-administrator, and Doug Johnson arrived shortly after.
3. Introduction of guests: Chase Lowery, Debra May, Megan Jones, Several members of Market on the Hill board and Matt Bobell-Mayor
4. Approval of Consent Agenda-payments and minutes **Erin made a motion to approve the consent agenda, motion was seconded my Corey. Roll call vote: Andy-aye, Doug-aye, Corey-aye, Shea-aye, Tracy-aye, Erin-aye. Motion passes.**
5. Treasure’s report: Deanna presented the treasurer report. **Erin made a motion to approve the treasurer report, seconded by Corey. All members voted “aye” and motion passes.**
6. *This line was inadvertently left blank on the agenda.*
7. CD Update: balance of cd is $203,987.52 maturity date 12/12/22
Chase Lowery is with Edward Jones and discussed options and rates for the EDPB to move these funds. 1yr 4.6%, 9 m 4.5%, 6m 4.45%. Chase will need to check into the IL Public Funds Investment Act to verify that Edward Jones is allowed to invest EDPB funds since they are public funds. Chase advised leaving the funds in the current CD until this can be determined. **Erin motioned that if we are able to roll this cd over into an Edward Jones CD, we will close out the Longview Community CD and work with Chase to get it rolled over into a Edward Jones CD. Doug seconded the motion. Roll call vote: Andy-aye, Doug-aye, Corey-aye, Shea-aye, Tracy-aye, Erin-aye. Motion passes.**
8. Old Business
	1. Project Updates
		1. Farm Fed: Deanna and Andy updated the Mayor and Corey about the conversation at EDPB’s November meeting where Cindy discussed creating an entity that would be the community non for-profit organization that would obtain the 501c3 status. Deanna will continue to work with Cindy to see if a non-for-profit board could be formed
		2. .
		3. Town Square Revitalization: No update-mayor will reach out to Dave
		4. After School Program: Kids Care of Mt Pulaski. Currently there are 16 participants with capacity for 20. At the November EDPB meeting the board members discussed a possible incentive program similar to the Summer Camp program to help increase the number of participants. The program has increased by three since that meeting and it was decided not to offer an incentive and to let the program grow on its own and focus on helping Megan purchase equipment to grow the program with hopes of extending into a summer program.
		5. Market on the Hill: The GM has informed the MOTH board that she is actively looking for employment due to expenses. The board has decided that instead of investing in an administrator, they will invest in the GM position. Returning it to a full-time salaried position to give the GM the time to properly complete her tasks with hopes that she will be able to stay. Minimum wage increase will add over $5000 a year and increasing the GM salary adds $7800 a year. There was discussion of closing 2 days a week to cut payroll expenses and several expressed concerns about lost business and the focus should be on increasing traffic. To increase traffic the plan is to advertise 15% off two days a week focusing on price comparison showing the Market is affordable.
		6. Frazier Park: Matt Presswood has been trying to get bids for fencing with no success. The mayor wants to have a meeting in January with the key members. Corey asked for help getting new board members for Frazier Park. Matt Presswood and Andy have both been looking at buildings to replace as opposed to repairing what is there.
		7. Road Signs-Matt Presswood has ordered replacement signs and they are on backorder.
		8. Town Historical Sites-May and Burch Conservation: Debra May had submitted a grant in the previous quarter that EDPB tabled due to lack of knowledge on the subject. She agrees that is the best place for it to be currently. She came to share her thoughts on the best solution for Mt. Pulaski. She feels the best option for Mt. Pulaski to create a Historic Commission through the city with the city creating an ordinance. She presented a plan to move forward outlining the procedures and steps involved. Andy explained that this needs to be addressed by the city council and then EDPB could assist in donation or grant for the project. The mayor will have this added to the next city council meeting. Debra would be available to assist/consult.
		The benefit of being on the National Register would be tax incentives and easement escrows. There are grants available to fund this process, but she has not found “brick and mortar” grants. The Historical Commission created by the city would be the governing body that would set policies.
	2. Statement of Interest-The mayor informed the EDPB that all members must fill out new forms in January of every year.
	3. OMAR Training: Doug needs to finish and Erin needs to turn in her certificate.
9. New Business
	1. Review Grant Applications:
		1. May and Burch-Historic Designation. This grant was tabled October 5, 2022 and will remain tabled until the city council has reviewed creating a local Historical Commission and an ordinance. This grant would be to help with expenses if the community wishes to be added to the National Register of Historical Places.
		2. Kids Care of Mt Pulaski, LLC. Megan’s budget is $7429.39. She presented an Amazon list of items needed to grow the program. The EDPB members all agree that developing this business fills a great need in the community and that the community determined this need. **Corey made a motion to approve the grant up to the supply total of $4704.39. Tracey seconded the motion. With further discussion Corey withdrew his motion and Tracy withdrew her 2nd. Tracy motioned to approve the grant for a supply total for up to $5000 with receipts turned in for reimbursement. Corey seconded the motion.** **Roll call vote: Andy-aye, Doug-aye, Corey-aye, Tracy-aye, Erin-aye, Shea-aye; motion passes.**
10. Other Business/Non-Agenda items: Shea wanted to revisit the discussion for Market on the Hill. She asked if we should approve an amount to give them to fund the direct mail project. In the discussion with the board several people noted that direct mail would be around $200 and they should just do that. Shea reminded that the EDPB had not discussed assisting with the sale dates. **Tracy made a motion to reimburse 15% profit for the months of February, March and April on two days of the Market on the Hill’s choice. Seconded by Erin. Roll call vote: Andy-aye, Doug-aye, Erin-aye, Tracy-aye, Shea-aye, Corey-aye.**
11. Executive Session: None
12. Next Meeting 2/1/2023 6:00 pm
13. Adjournment: **Doug made a motion to adjourn the meeting. Tracy seconded the motion. All members voted Aye The meeting was adjourned at 9:02 pm.**