**Mt. Pulaski Economic Development and Planning Board**

*The mission of the Mt. 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: September 5, 2020**

**Meeting Location: 124 South Washington Street, Mt. Pulaski, IL 62548**

**Meeting type: Business meeting**

**Meeting Minutes**

**1) Call to order**

Deron Powell called to order the regular meeting of the Mt. Pulaski Economic Development and Planning Board at 9:02am on September 5th, 2020 at the Economic Development Planning Board Office and the Courthouse Foundation Office.

**2) Roll call**

Lorah Hoe conducted roll call. The following persons were present: Tom Martin, Deron Powell, Hillary Cherry, Tyler White, Jim Birge, and Andrew Meister. Lorah Hoe (Administrative Aide). Matt Bobell (city council representative).

Guests: Scott Schaffenacker

Absent: Erin Wyss

**3) Introduction of guests**

**Scott Schaffenacker-** representative of the Logan County Board.

**4) Approval of August 1st Minutes**

Minutes of the August 1st meeting were presented by Lorah Hoe. **Andrew Meister** **motioned to approve all meeting minutes, seconded by Hillary Cherry, all in favor, and motion passed.**

**5) Treasurer’s Report**

Please see attached report. **Tyler White motioned to approve the treasurer’s report, seconded by Jim Birge, all in favor, and motion passed.**

Six bills were presented to the EDPB. The first bill was from Lorah Hoe for a yearly subscription to Norton Security for the laptop for $106.24 to be paid from the Community Fund out of Operational Expenses.

The Second bill was from Farnsworth Group Inc., for the Rebuild Illinois, Infrastructure Grant for the Town Square Revitalization Program for $2,862.50 to be paid half from the Community Fund and half from the City of Mt. Pulaski for Professional fees.

The third bill was from MMPL Ltd. for the preliminary inspection of the 104 South Washington Street rear building addition $974.00 to be paid from the Community Fund out of Economic Development Partnerships.

The fourth bill was from Shad Solutions for the final payment of the Hilltop Club Awning for $2,463.95 to be paid from the Business District Tax Fund for Grant Programs.

The fifth bill was from the Hilltop club to reimburse the down payment of the Hilltop Club Awning for $2,263.95 to be paid from the Business District Tax Fund for the Grant Programs.

The sixth bill was from Pharis Excavations for the demolition of the old pharmacy for the Shopping Center Project for $13,000.00 to be paid half from the Community Fund, Economic Development Partnerships, and half from the Business District Tax Fund, Economic Development and Retention.

**Roll call vote: Deron Powell-Yea, Hillary Cherry-Yea, Tom Martin-Yea, Andrew Meister-Yea, Erin Wyss- Absent, Tyler White- Yea, and Jim Birge-Yea. Motion Passes.**

**Old Business**

**6) Desired Outcomes**

Project Updates

Improve and upgrade infrastructure

-Town Square Revitalization- Tom heard from Justin at Farnsworth Group Inc., and the State of Illinois will review our Rebuild Illinois Public Infrastructure Grant application in the next month or two. There is no CEDS updates yet.

-Building Demolition Report- Tom has made an offer to Debra on behalf of the City of Mt. Pulaski for $30,000.00 to purchase her building at 104 S. Washington St. and has not heard back from her. The demolition of the back of the building could be up to $40,000.00 including the reconnection of utilities to that group of buildings. If Debra does not take the offer the next step is to contact her bank Buena Vista Nation Bank in Decatur, IL as see if we can go through her bank.

There is a housing grant available called Strong Communities Program (SCP) to help us cover the cost of the demolition of the back half of the building. The City of Mt. Pulaski will have to purchase the building and pay for the demolition of the back half of the building to apply for this housing grant that could cover up to $40,000.00 in demolition costs. Lorah Hoe will investigate this grant to see what the requirements are. Deron Powell will investigate getting an actual estimate for the demolition of the back of the building at 104 S. Washington Street.

Retain, sustain, and enhance our existing businesses and community organizations

 Attract and develop new businesses

-Grant Programs Update- The deadline for the 3rd quarter grant review is September 30th. The next quarterly grant review is October 5th, 2020. Shaun Tyson is no longer looking into the Stahl’s Furniture building and is not going to purse a grant to cover the cost of an appraisal. The Mount Pulaski Township Historical Museum has turned in a grant for review. Lorah will notify the Salt Creek Attic, the City’s Mass email list, and the Economic Development Facebook page of the deadline.

-Shopping Center Update- Doug Johnson sent an update on his progress at the new location for Johnson’s Food Center. Please see attached update on page 6.

Attract and develop new businesses

-Community Grocery Store- Andy Meister gave an update on Market On The Hill. The Market On The Hill has recently put in a candy bar. Business has been good. Out of the $5,000.00 donation that the Economic Development Planning Board gave for food subsidies only $2,143.91 has been used. The store is still in the process of applying to SNAP.

-Day Care Steering Committee- Next meeting is Sept. 19, 2020 at Stahl’s furniture. We hope to Co-op with YMCA. The Lincoln, Springfield and Decatur locations are planning on joining resources. To begin, we will focus on before and after school programming for our students. Earliest for 2022 for a new community daycare to begin.

-Food Hub Update- Tom sent out a report for September. The committee is on schedule and plans on having their final report ready on October. Jeff and Kyle are to have their usual monthly payments. Lorah will let Tom know what that amount is and what the anticipated final payments will be for Kyle and Jeff.

-Stahl’s Building Update- Shaun Tyson is not going to be buying Stahl’s furniture. It is still possible that the building could be used for a Food Hub location and Daycare facility. The board discussed if it would be a good idea to get an appraisal done for the building. If a few businesses come together to rent that space it might be advantageous to know the value of the building.

The board decided that they would like to be in contact with Loui Stahl about any possible buyers for the building.

Tom, Deron, Bill and Andy had a call with Lincoln Land Community College to discuss the possibility of having a training facility for the windfarm at the Stahl’s Furniture Building. LLCC was not interested in having a training facility located in Mt. Pulaski. Jessie from Enel wants to be on the next call regarding this opportunity. Jessie would like to train local people to maintain the windfarm and possibly work on a scholarship opportunity with the EDPB.

-Marketing Committee Update- The committee is working on defining the most important goals. Currently they are mapping out events and creating a calendar of events for the different organizations in Mt. Pulaski. Branding for the community should be the primary goal. The committee asked the EDPB to help fund a mural project that would cost over $20,000.00. The artist, Kelsey Montague, has a strong following that would tie us to other large cities across the United States. The EDPB agreed that they would need more information on the cost benefit to a project that large. They would need to know how a mural like that would bring more tourism into town. The EDPB looked at the ideas for the logo options and gave a few suggestions on changes that they would like to see. Lorah will present the options to City Council for their feedback on the logo. At this point in time there is no proposed budget in place or a timeline. The committee has brought to light many interesting ideas for new attractions.

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**New Business**

**Delivery Food Business**- Enel is interested in partial funding of a food delivery service for residents of Mt. Pulaski. The board talked about the logistics of creating an app for this service. John Wyss may be interested in hearing about this concept. The board also talked about food structures already in place in our community such as the churches. We should reach out to them and see where they stand and what their needs are. Market On The Hill is still working on updating it’s online store. They plan on having online ordering for pickup at their store. The board also discussed how creating a new delivery business would be expensive and we may need to look into other options for getting goods delivered to our residents.

**7) Hartman Report of City Water and Sewer Systems**

Matt Bobell gave an update to the EDPB on the progress of the Hartman Report. City Council has approved a RFP to be sent out to prospective buyers so see what the City’s options are. They are still deciding whether to build their own facility, merge with a Co-op, or sell the city’s infrastructure. All three options would lead to increased water rates for the residents of Mt. Pulaski.

**8) Budget for Office Upgrades**

The office upgrades discussion is to be tabled until there is a discussion with the Courthouse Foundation about the use of the shared office.

**9) Updates to the City Website**

The EDPB wanted to know more information from business builders about the usage of our website before agreeing to any upgrades.

**10) Administrator Job**

Andy made a motion that Lorah Hoe be made the Administrator for the Economic Development Planning Board and that Deron Powell and Matt Bobell will meet to work out salary details. Seconded by Tyler White. Roll call vote: Deron Powell- Yea, Tyler White- Yea, Hillary Cherry-Yea, Andy Meister-Yea, Jim Birge-Yea, Tom Martin- Yea, and Erin Wyss-Absent.

**11) Co-op Internship Program**

The EDPB discussed the purpose of our mission “see mission statement on page one” and felt that it is not our place to pay for other organizations staff. It would be more appropriate to aid in marketing or building maintenance. There was no support for this internship program proposal but in the future the EDPB may revisit the idea of hiring an intern of their own.

**12) Next Meeting October 3rd, 2020**

**Adjournment**

 **Jim Birge made a motion to adjourn at 10:30am, seconded by Andy Meister, all in favor and motion passed.**



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| **Doug Johnson**  |

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| to me  |

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Hi Lorah!  Making good progress!  Pharmacy demo is done!  New soffit on east end is almost done, new rubber membrane roofing should be done by your meeting on Saturday.  Electrical system rehab is ongoing.  Outside cleanup of the area has made a lot of progress and ongoing.   Asbestos tile abatement crew is scheduled for mid September.   I am meeting with Matt Presswood and Justin Reeise from Farnsworth Group on Thurs 3rd to discuss getting bids for the entrance/exit driveway.I think that's the news that I have for now!  If the board has any questions, please let me know!   Please let the board know that I would be happy to have the group or individuals make a visit to the building anytime for a quick tour, I would be happy to show you our progress.Thanks, Doug-- *Great minds discuss ideas; average minds discuss events; small minds discuss people.* Best Regards,Doug JohnsonJohnson True Value Hardware423 S. Washington St.Mt Pulaski,IL 62548217-792-5911[www.truevalue.com/mtpulaski](http://www.truevalue.com/mtpulaski) |