

# Cedar County Economic Development Commission

April 14, 2015

5:30 PM

## Cedar County Extension Office

### Meeting Minutes

#### Roll Call

**Board Members Present:** Greg Wagner, Jon Bell, Dawn Smith, Pat Hasenbank, Doug Beland,  
Adam Sandberg, Pam Spear, Mark Worrell

**Staff Present:** Rod Ness, Lisa Decker

**Guests:** Sue Hall, Annette Shipley

Chair Greg Wagner called the meeting to order at 5:30 PM.

#### Consent Agenda Additions/Agenda Approval

- Jon Bell made a motion, seconded by Mark Worrell to approve the agenda, minutes, bills, and finance reports. Motion carried.

#### Unfinished/Old Business

- The Office Manager received copies of the annual audit. The Certificate of Liability Insurance has been received from Heartland.

#### New Business

- The Executive Director gave a report on the Iowa Retail Initiative project. Iowa State University students will be back in Tipton on Thursday, April 23<sup>rd</sup> to give a presentation on their analysis to participating businesses. A meal will be served starting at 5:00 PM with the presentation to follow.
- Chair Greg Wagner said the By-Laws state CCEDCO is to have six meetings a year. Does the board want to continue with a monthly meeting? Maybe a meeting could be by-passed if there is not much to report. Jon Bell added if there is not enough to report for a meeting, he would still like to see a summary from the Executive Director and a financial report. Doug Beland agreed, saying he would like to always see a written report from the Executive Director. Pam Spear agreed, suggesting it be sent to the board members. The Executive Director stated he would have a written report each month to be included in the board packet.
- The Executive Director reported he had his evaluation/review with ISU. He met with Chair Greg Wagner prior to his meeting with ISU. Goals and objectives were discussed, including how communication needs to open up with ISU. Greg would like to see Himar attend some CCEDCO meetings over the course of the year. He added that the review came up quickly, and he was unable to go over it with the Personnel Committee.

#### Executive Director's Report

- The Executive Director attended the Cedar County Extension meeting last week. He keeps up communication with the Extension Office by meeting with Annette Shipley on a regular basis. They have collaborated on some cross programming he will continue to pursue.
- He has been working with ISU students on the Awareness Campaign, and was planning to have a final design to share, but it is not yet completed. He hopes to have something by the May meeting. The goal is to have this be a countywide initiative, not just a CCEDCO initiative.
- A company is looking at available land in the area for a possible business. Three communities showed interest and submitted an RFI; one community was offered an opportunity to present a proposal.

- Talked to business owners about the Highway 30 environmental study.
- He will be traveling to ISU on April 30<sup>th</sup> and May 1<sup>st</sup> for meetings.
- He requested vacation days on Friday, April 17<sup>th</sup> and Monday, April 20<sup>th</sup>. He will start including vacation and sick time in his monthly report.
- The Office Manager reported she has volunteered to help with a Literacy Fair on Tuesday, April 21<sup>st</sup> at the Coralville Library and with Mock Interviews at the Tipton High School on Tuesday, April 28<sup>th</sup>. Both events are sponsored by the Workplace Learning Center.

### City Reports

- West Branch reported receiving many complaints about potholes and soft streets. They will be tearing up streets and doing manhole repairs. They are also working with providing a location for a potential new business.
- Cedar County Supervisors (Jon Bell) stated many roads are in need of repair. They are looking at space needs for the courthouse. There are funding issues concerning the Stanwood drainage project. Contractors are pulling of the project because they are not being paid. The Local Option language will need to be looked at.
- Mechanicsville is grinding down their main street and it is being repaved.
- Tipton reported the city has hired someone to remove damaged trees resulting from the storm last year. They hope to get some streets redone. Work continues on the 175<sup>th</sup> Celebration.
- Durant is still looking for a police chief. A contractor is in place for the new water treatment plant; they hope to start on May 1<sup>st</sup>.
- Cedar County Supervisors (Dawn Smith) added she would like to thank Rod on the work he did for the Highway 30 environmental study. A couple of big corporations gave their endorsements.
- Clarence stated they would be fixing their streets, probably using all that is budgeted. The librarian continues to do fundraising for the new library. Bids were received for the new library, but were higher than what they anticipated. New plans are underway to scale back the project.
- Stanwood reported they continue to prepare for the Highway 38 widening project that is scheduled to start next year. The majority of the trees needing to be removed for the project were recently taken down. A couple of TIF projects are in the works. They had numerous people show interest in being EMT's.

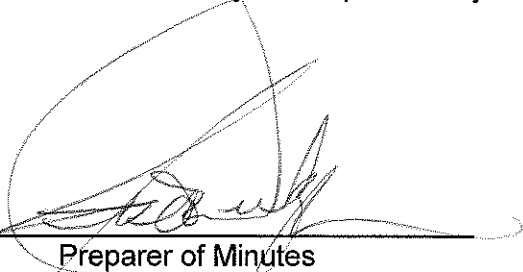
### Announcements

- Next regular meeting will be Tuesday, May 12<sup>th</sup> at the Extension Office.

### Adjourn

- With no further business, a motion was made by Jon Bell and seconded by Pam Spear to adjourn at 6:15 PM.

  
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 Board Chair

  
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 Preparer of Minutes