

**Minutes of the Meeting of the Industrial Development Commission Held  
On Thursday, January 12, 2017 pursuant to notice duly given**

1. Meeting called to order by Chairperson Matravers at 8:30 a.m.
2. Roll Call: John Matravers, Pat Trepanier, Howard Schaden, Brian VandenLangenberg, Wayne Bostwick  
Excused: Roger Reed, Cliff Martin  
Also Present: Mayor Heier, Tom Heroux and Gary Laeyendecker of Commercial Associates, Sara Perrizo, Administrator and as Recording Secretary
3. Approval of Agenda  
**Moved by VandenLangenberg, seconded by Trepanier to approve the agenda.** **M/C**
4. Approval of Minutes from 08/25/16 meeting.  
**Moved by Trepanier, seconded by Schaden to approve the minutes as typed.**  
**Motion carried upon verbal voice vote.** **5 ayes**
5. Correspondence/Public Input:  
None.
6. Discussion/Possible Recommendation on:
  - a. Expenditure Guidelines  
Perrizo stated that there are no year-to-date expenditures and there were no expenditures for 2016.  
The budget for 2017 includes \$6,000 for operating expenses and \$6,000 for capital improvements.
  - b. Chairperson Matravers stated that the Commission may vote to convene into Closed Session at approximately 8:32 a.m. pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session
    - i. Development Offer
    - ii. RLF Loans**Moved by Trepanier, seconded by VandenLangenberg to enter into closed session at 8:32 a.m.**  
**Motion carried upon verbal roll call vote.** **5 ayes**  
  
Also present in closed session: Mayor Heier, Tom Heroux, Gary Laeyendecker, Administrator Perrizo
  - c. **Moved by Trepanier, seconded by Bostwick to return to open session at 9:03 a.m.**  
**Motion carried upon verbal voice vote.** **5 ayes**
  - d. Action/Discussion on Matters from Closed Session  
**Moved by Trepanier, seconded by Bostwick to accept the development offer from Commercial Associates.**  
**Motion carried upon verbal voice vote.** **5 ayes**  
  
**Moved by VandenLangenberg, seconded by Schaden to extend RLF 2010-01 by one year to December 1, 2017 and to change the payment due date to the 15<sup>th</sup> day of each month.**

**Motion carried upon verbal voice vote.**

**5 ayes**

7. Adjourn

**Moved by Trepanier, seconded by Schaden to adjourn.**

**Motion carried upon verbal voice vote.**

**5 ayes**

**Meeting adjourned at 9:12 a.m.**

Respectfully Submitted:

Sara J. Perrizo, CPA

Administrator