



## May 2023 Board of Trustees Meeting Minutes

1. Call to Order by President Mike Bjork/Roll Call (3:00 pm)
  - a. Trustees Present: Mike Bjork, Nikki Hebert, Rick Kinsey, Scott Abata, Kevin Schmutzler, Hannah Goodman
  - b. Trustees Excused: Anthony Dallavalle, Becky Waters, Justyna Skolasinski
  - c. Others in Attendance: Director Zach Hautala, Assistant Director Brett Smithson, County Commissioner Mike Stafford
2. Agenda Approval – 1) Rick 2) Hannah – All in Favor
3. Approval of April Minutes – 1) Kevin 2) Hannah – All in Favor
4. Financial Report – 1) Hannah 2) Nikki – All in Favor
5. Old Business
  - a. RV Park/ICECA Signs
    - i. Zach gave a verbal update that Nicolet Sign has sent over some proofs of the signs. Zach, Brett, and Louisa are in the process of making some minor changes to some of the signs. Mike asked Zach to email the board the pictures of the signs so they are in the loop.
  - b. ICECA Employee Variable Income Goals
    - i. Rick helped Zach with these goals. Rick stated that these goals are appropriate, and having the money incentive with them will make Zach and Brett work harder towards these goals.

c. ICECA Employee Job Descriptions/Duties

- i. These roles were laid out by the employees in the office so that everyone knows what each other is working on, as well as duties that we can help each other with. Tasks are not only what is on the list, but they give more clarity for certain roles.

d. Fast Track Grant Program

- i. Zach listed and thanked each committee member for giving time out of their busy workday to be able to go over these applications. There was a total of 5 applicants, and 4 got awarded \$2,000 each for a total of \$8,000. This leaves \$2,000 for a 2<sup>nd</sup> round of applications.

e. LWP Show

- i. Zach gave an update that the LWP Show that was held at the Young's Complex had a very small community turnout with roughly 65 people in attendance. We have already thought about a few ways to improve it for 2024. The businesses that participated were thankful for it and made multiple connections with the community members that showed up or with another organization that was in attendance.

f. Business After Hours

- i. Another successful Business After Hours (BAH) in April at the Alpha Michigan Brewery with over 100 people in attendance. Our next BAH and the last one of the Spring will be held on May 31<sup>st</sup> at the Iron River Country Club with our sponsors Crystal Lumber & Hardware and Crown Roofing and Sheet Metal.

6. New Business

a. RV Park Construction

- i. Zach sent out an email to all trustees earlier in the month to get a tentative vote on re-doing the culverts/berm area to add riprap. The company would also be adding sewer to site 27 on the island. The sewer project is 100% covered by the City of Iron River. There was a motion

made by Rick and a second by Scott to approve the culverts project. A roll call vote was taken on this motion: Ayes: Mike, Nikki, Rick, Scott, Kevin, Hannah. Nays: None. Motion carried.

- b. Budget Amendment
    - i. Mileage
      - 1. Zach stated that on the budget there was a mileage reimbursement for in Iron County and outside Iron County. He asked to make this one single line item in the budget but will keep proper paperwork in the financial folder. All trustees in favor.
    - ii. Upgrades (RV Park Expenses)
      - 1. Due to the culvert project being more than budgeted for the Chamber this year, Zach asked to amend the budget from \$30,000 to \$45,000 to cover the cost of the repairs for this year. Hannah made a motion that was seconded by Rick to amend the budget for the amounts provided. All trustees were in favor.
  - c. Job Fairs
    - i. The ICECA is hosting a job fair at Forest Park on Monday, May 15<sup>th</sup> and West Iron on Thursday, May 18<sup>th</sup>. There are 12 businesses signed up to attend both. This job fair is aimed at giving seniors after high school full time employment, or underclassmen part-time, summer, or after school help.
7. Chamber Update
- a. Zach gave a verbal update
8. Visitor Comments
- a. None

9. Trustee Comments

- a. **Nikki** – Stated she has shown the Rex Angeli building to potential clients. She also has some other potential clients interested in the former KFC building.
- b. **Rick** – Stated he really likes the direction the ICECA is heading with laying a foundation of job descriptions and duties. Also stated that the Iron River Beautification Committee picked up 54 bags of trash along with a few other items during their spring cleanup. They are also having an adopt-a-berm in the city and will be contacting businesses to see if they want to adopt a berm.
- c. **Kevin** – Stated that the West Iron Senior Class had their scholarship program and there was over \$700K in scholarships given out. Also said that nearly half of the senior class applied, so that means the other half is more than likely not going to college, so the job fair is very much needed and appreciated.
- d. **Mike** – Stated that Mastodon Township approved their 2<sup>nd</sup> marijuana retailer that will be across from the Auto Doc.

10. Adjourn

- a. Motion by Rick, seconded by Hannah – All trustees in Favor (3:38 pm)

Minutes submitted by Assistant Director Brett Smithson