

**Coloma Watervliet Area Economic Development Corporation
Minutes of the January 4, 2007 Meeting**

Members Present	Representing	Apr	May	June	July	Aug	Sept	9/28	Oct	Nov	Dec	Jan	Feb	Mar
Cindy Aviles	Coloma Twp	X	X	X	X	X	X	X	X	X	X	X		
Olive Grady	Watervliet City	X	X		X	X	X	X	X	X	X	X		
Robin Jollay	Coloma Twp		X	X	X	X	X	X	X		X			
Barb Schofield	Watervliet City	X	X	X	X	X	X		X	X	X	X		
Sandy Kraemer	Chamber	X	X		X		X		X		X	X		
Dan Hutchins	Watervliet Twp	X	X		X		X	X	X	X	X	X		
Vick Kinzler	Watervliet Twp		X	X	X	X	X	X	X	X	X	X		
Jim Polashak	Coloma City	X	X	X	X	X		X	X		X	X		
Bill Smith	Coloma City	X	X	X	X	X	X	X	X	X	X	X		

Others Present: Cliff Stevens and Chana Kniebes

Call to Order: The meeting was called to order by Chair Aviles at 5:32 p.m. in the CWAEDC conference room.

Approval of Minutes: A motion was made by Polashak and supported by Kinzler to accept the minutes from the November 2, 2006 meeting as presented. Motion carried.

Finance Committee: A motion was made by Smith and supported by Kinzler to approve payment of bills in the amount of \$7,409.25 for the month of November as presented. Roll call vote. All yes. Motion carried. A motion was made by Polashak and supported by Kinzler to approve payment of bills in the amount of \$4,185.89 for the month of December as presented. Roll call vote. All yes. Motion carried.

The motion for payment of November bills was later amended to approve payment of bills in the amount of \$7,359.25 as a \$50.00 payment was wrongly posted in November when it was already posted in December. The financial monthly statement for November will be adjusted to reflect the new amount.

Chamber Report: Kraemer reported that the next chamber meeting is January 9th at the Friendly Tavern in Coloma at 12 noon. The Red Arrow sign is now up on the Lane Automotive property between Coloma and Watervliet. Spots are still being sold to fill the sign. The chamber map is going to print. The front of the map will be a photograph of the Paw Paw Lakes and is the photo that is on display in the Watervliet Township Board room.

PR & Marketing: A motion was made by Polashak and supported by Kraemer to place a business card size ad in the Coloma and Watervliet yearbooks for the 2007 edition at a cost of \$50.00 each. Roll call vote. All yes. Motion carried. The PR & Marketing committee may also decide to place ads in the North Berrien Senior Center newsletter. The next meeting of the PR & Marketing Committee will be set up for the end of January.

Polashak also commented that he felt the Annual Partner Appreciation Tribute was a success with a large turnout and that he had heard many positive comments about the evening.

Coordinator's Report:

Retention Calls: Kniebes reported that she is now going on retention calls to local manufacturing companies with Calli Berg from MEDC and Kim Fedison from Berrien County Community Development. So far they have visited APL Logistics, Menasha and S & S Agriculture. All companies visited are doing well and have improved safety records. During the visits they are offered brochures on local programs that they could take advantage of to improve their work environment as well as help them do business more efficiently.

Michigan Site Network (MI Site): Kniebes also reported the MI Site Network that is currently being used by economic development agencies to list commercial properties for potential developers is being phased out in March by the Michigan Economic Development Corporation (MEDC). They will begin using a company called CPIX. This move will be much more costly and will be charged to each individual user. Jennifer Arent from the county is currently putting together an alternative to this program. Kniebes and other local users of the MI Site Network will be meeting in February to discuss further options.

Chair's Report: Aviles reported on the January 3rd meeting of the four municipal leaders that she and Smith attended to discuss budget proposals. They discussed waiving the fourth quarter payment for the municipalities for the current fiscal year and this was met with favorable reception from the four leaders. Watervliet City has already paid for a full year and will be reimbursed for the fourth quarter in the amount of \$1,768.50. Budget Proposal A was discussed with no money coming from our savings as CWAEDC will have to dip into that for the current fiscal year. A motion was made by Smith and supported by Schofield to waive the fourth quarter payment for the four municipalities and return the fourth quarter to Watervliet City. Roll call vote. All yes. Motion carried.

Smith passed out a chart of the formula used to get the breakdown for each municipality's budget. Smith told board members he contacted Commissioner Robert Wooley to see what values that they use when doing the fire board budget. They use taxable value which is in column 1. (Formula on File) These calculations are based on the values from 2006. A motion was made by Smith and supported by Polashak to use taxable value and not SEV. The motion was withdrawn until the budget goes before each municipal board.

A motion was made by Smith and supported by Polashak to accept Proposal A in the amount of \$49,000 as the proposed CWAEDC budget to go before the municipalities for the next fiscal year of 2007-2008. The municipal contributions will be \$43,480.00 and the chamber resource share will be \$5,520.00 (Full breakdown of the budget on File) Roll call vote. All yes. Motion carried. Kniebes will get a proposed budget to each municipality.

New Business:

Personnel Issue: A motion was made by Polashak and supported by Kinzler to go into closed session to discuss a personnel issue. Roll call vote. All yes. Motion carried.

Kniebes and Stevens excused themselves from the meeting

A motion was made by Smith and supported by Kinzler to close the closed session and reopen the meeting. Motion carried.

A motion was made by Polashak and supported by Schofield to accept the Employment and Compensation Agreement for the Community Development Coordinator. (On File) Roll Call Vote. Aviles Yes, Smith Yes, Polashak Yes, Schofield Yes, Kinzler Yes, Grady Yes, Kraemer Yes, Hutchins No. Motion carried.

Adjournment: A motion was made by Smith and supported by Kinzler to adjourn the meeting at 6:40 p.m

Respectfully submitted,

Robin Jollay,
Secretary

Chana Kniebes
Recording Secretary