

Jim Jesse, Chairman  
Aaron Bowron, Vice Chair  
Linda Wayne, Treasurer  
Al Dimon, Secretary

Mike Ascione, Director  
Truman Bicum, Director  
Lon Husbands, Director  
Alan McCullen, Director  
Frank Pflum, Director

## **The Economic Development Corporation of the County of Kalkaska BOARD OF DIRECTORS AGENDA EXPLANATION**

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**DATE:** March 29, 2011  
**TO:** Board of Directors  
**FROM:** Jim Jesse, Chairman  
**SUBJECT:** Explanation of Agenda Items for April 5, 2011 Board Meeting

### **CALL TO ORDER and ROLL CALL**

### **APPROVAL OF AGENDA**

### **PUBLIC INPUT**

### **APPROVAL OF MINUTES**

Approval of Minutes dated November 10, 2010 (pages 8 – 10)  
*Materials submitted for inclusion with the minutes are on file with the recording secretary and County Clerk. Attachments will be provided upon request.*

### **TREASURER'S REPORT & APPROVAL OF BILLS – Linda Wayne**

- *Treasurer's Report & Approval of Bills from November 1, 2010 - Present*

### **TBEDC UPDATE**

- Update from Phil Franzo and Rob Richardson from the TBEDC

### **COMMITTEE REPORTS**

*Brownfield Taskforce – Aaron Bowron  
Consortium Committee – Al Dimon  
Executive Committee – Jim Jesse  
Funding Committee – Mike Ascione  
Loan Committee – Linda Wayne  
Personnel Committee – Al Dimon  
Public Relations Committee – Aaron Bowron*

### **OLD BUSINESS**

- Report from Truman Bicum
- Report from Al Dimon - Kalkaska Township Contribution
- Updating Membership of the Board
- News Release on the Student Ex-Officio Board Appointment

## **NEW BUSINESS**

- Election of 2011 Officers – Al Dimon
- BOC Liaison Appointment
- Funds from Board of Commissioners 2011 Budget – Al McCullen
- Standing Committees – Jim Jesse
- Board Input on TBEDC Contribution for 2011 – Jim Jesse
- News Release on Student Board Member - Jim Jesse

## **ADJOURN**

**EDC**  
**MONTHLY FINANCIAL STATEMENT REPORT**

From NOVEMBER 1, 2010 To JANUARY 30, 2011

Account # 01182037152 GENERAL CHECKING

Beginning Balance \$ 5712.30

Deposits: \$ 0

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\_\_\_\_\_  
\_\_\_\_\_

Interest: \$ 0

TOTAL DEPOSITS: \$ 0

**LESS EXPENSES:**

Ck# <u>1506</u>	To: <u>JIM JESSE</u>	<u>\$ 12.50</u>
Ck# <u>1507</u>	To: <u>LINDA WAYNE</u>	<u>\$ 95.00</u>
Ck# <u>1508</u>	To: <u>TBEDC</u>	<u>\$ 1000.00</u>
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____

TOTAL AMOUNT OF CHECKS WRITTEN: \$ 1107.50

ENDING BALANCE AS OF JANUARY 30, 2011 \$ 4604.80

**EDC  
MONTHLY FINANCIAL STATEMENT REPORT**

From NOVEMBER 1, 2010 To JANUARY 30, 2011

Account # 01182037149 USDA SAVINGS

Beginning Balance \$ 27,960.53

Deposits: \$ 396.68

12/17 \$396.68 CD INT

Interest: 11/30/10 \$1.15  
12/31/10 \$1.20 \$ 2.35

TOTAL DEPOSITS: \$ 399.03

LESS EXPENSES:

Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
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Ck#	To:	\$
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Ck#	To:	\$
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Ck#	To:	\$
Ck#	To:	\$

TOTAL AMOUNT OF CHECKS WRITTEN: \$ 0

ENDING BALANCE AS OF JANUARY 30, 2011 \$ 28,349.56

**EDC  
MONTHLY FINANCIAL STATEMENT REPORT**

From November 1, 2010 To JANUARY 31 2011

Account # 056016328 SAVINGS

Beginning Balance

\$ 29,010.41

Deposits:

\$ 1690.04

11/5 622.12 OLDMILL

1/25 1067.92 OLDMILL

Interest: 11/30/10 \$243

12/31/10 2.51 \$ 4.94

TOTAL DEPOSITS:

\$ 1694.98

LESS EXPENSES:

Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
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Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$

TOTAL AMOUNT OF CHECKS WRITTEN:

\$ 0

ENDING BALANCE AS OF JANUARY 31 2011

\$ 30,705.39

**EDC  
MONTHLY FINANCIAL REPORT  
JANUARY 31, 2011**

Certificate of Deposit #07-154404076 at 2.84%	\$56,045.65
Matures June 19, 2011	
Interest Earned \$1,647.74	
Certificate of Deposit #07-154479179 at 1.39%	\$29,529.37
Matures September 21, 2012	
Interest Earned \$113.49	

**2011 – 2012**  
**KALKASKA COUNTY BOARD OF COMMISSIONERS**

DISTRICT #1 ANTONIO MARTINI 7306 ROUND LAKE ROAD, RAPID CITY MI 49676 231-322-4308  
REPRESENTS CLEARWATER TOWNSHIP  
Email: [jnaasko@kalkaskacounty.org](mailto:jnaasko@kalkaskacounty.org)

DISTRICT #2 STUART MCKINNON PO BOX 476, ALDEN MI 49612 231-313-5807  
REPRESENTS COLDSRING AND RAPID RIVER TOWNSHIPS  
Email: [jnaasko@kalkaskacounty.org](mailto:jnaasko@kalkaskacounty.org)

DISTRICT #3 MICHAEL COX 4360 SPENCER ROAD, KALKASKA MI 49646 231-258-2377  
REPRESENTS BEAR LAKE, BLUE LAKE, EXCELSIOR AND OLIVER TOWNSHIPS OR 231-384-4060  
Email: [mike@npinsurance.net](mailto:mike@npinsurance.net)

DISTRICT #4 DAVID RITTER 5200 GALLATIN ROAD SW, FIFE LAKE, MI 49633 231-409-7350  
REPRESENTS GARFIELD, ORANGE AND A PORTION OF SPRINGFIELD  
Email: [COMMISHRITTER@PROVIDE.NET](mailto:COMMISHRITTER@PROVIDE.NET)

DISTRICT #5 CARROLL SEXTON 5386 SCENIC VIEW DRIVE, SOUTH BOARDMAN, MI 49680 231-369-2944  
REPRESENTS BOARDMAN AND THE REST OF SPRINGFIELD TOWNSHIP  
Email: [carrollsexton@yahoo.com](mailto:carrollsexton@yahoo.com)

DISTRICT #6 DEBRA KIMBALL 3843 COUNTY ROAD 612 NE, KALKASKA MI 49646 231-258-9824  
REPRESENTS KALKASKA TOWNSHIP OR 231-384-2265  
Email: [dkimball612@hotmail.com](mailto:dkimball612@hotmail.com)

DISTRICT #7 CRAIG WOOD PO BOX 465, KALKASKA MI 49646-0465 231-258-3336  
REPRESENTS THE VILLAGE OF KALKASKA  
Email: [cwood@kalkaskavillage.com](mailto:cwood@kalkaskavillage.com)

CHAIRPERSON: MICHAEL COX  
VICE CHAIRPERSON: STUART MCKINNON

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION  
OF THE COUNTY OF KALKASKA – BOARD OF DIRECTORS  
WEDNESDAY, NOVEMBER 10, 2010– 9:00 A.M.  
KALKASKA COUNTY GOVERNMENT CENTER  
BOARD OF COMMISSIONERS CHAMBERS**

**ATTENDANCE**

<u>Directors Present</u>	<u>Directors Absent</u>	<u>TBEDC Staff</u>	<u>BOC County</u>	<u>Public Present</u>
Linda Wayne	Lon Husbands	<u>Present</u>	<u>Liaison</u>	
Jim Jesse	Al Dimon	Tino Breithaupt		
Al McCullen	Mike Ascione	Rob Richardson		
Truman Bicum	Aaron Bowron	Phil Franzo	<u>Student Ex-</u>	
Frank Pflum		Andi Wagenschutz	<u>Officio</u>	
			Jordan Gunderson	

**CALL TO ORDER and ROLL CALL**

Meeting was called to order at 9:04 a.m. by Chairman Jim Jesse. Roll was called. All directors were present with the exception of Lon Husbands, Aaron Bowron, Al Dimon & Mike Ascione. Jordan Gunderson the Student Ex-Officio was also present.

**INTRODUCTION OF THE NEW STUDENT EX-OFFICIO**

Jordan Gunderson introduced herself to the Board. Jordan is senior at Kalkaska High School, is the President of National Honor Society, has held offices in Key Club, enjoys volunteering and has worked with United Way. She has also served on the YAK Board and is currently taking college courses at NMC. Jordan is planning to attend Grand Valley State University to pursue studies in the medical field. Directors introduced themselves to Jordan.

**APPROVAL OF AGENDA**

- Chairman Jim Jesse made the following changes to the agenda under New Business:
  - Change Al Dimon's name to Jim Jesse for reporting Nominations for Office & Member Term Expiratons
  - 2011 Budget BOC
  - TBEDC 4<sup>th</sup> Quarter Contribution
  - Kalkaska Township Report
- Jim Jesse asked that the word Fundraising be changed to Funding under Committee Reports.
- Linda Wayne asked to add Discussing Interest from CD's

Frank Pflum made the motion to approve agenda with changes, supported by Linda Wayne. All yeas, motion carried.

**APPROVAL OF MINUTES**

Linda Wayne made the motion to approve the minutes from the September 7, 2010 meeting, support by Frank Pflum. All yeas, motion carried.

## **PUBLIC INPUT**

No Public Present

## **TREASURERS REPORT AND APPROVAL OF BILLS**

Linda Wayne provided the following financial report dated September 1 – October 31.

**General Account:** \$7,382.72 (expenses \$2,095.42; deposit \$425.00) Balance \$5,712.30

**FDA Savings Account:** \$27,546.03 (interest \$3.46; deposit \$404.50) Balance \$27,950.53.

**Loan Account:** \$28,383.00 (Interest \$5.29, Two (2) loan payments from the Mill \$622.12 Total deposit \$627.41) Balance \$29,010.41

**CD's:** \$56,045.65 matures 6/19/11 (earning 2.84% interest earned but not paid \$222.31 YTD); \$29,529.37 matures 9/21/2011 (Earning 1.39% \$53.94 YTD).

Linda Wayne made the motion to approve the Treasures Report and pay per-dium, supported by Truman Bicum. Roll call vote was taken: Linda Wayne-yes; Truman Bicum-yes; Jordan Gunderson-yes; Al McCullen-yes; Frank Pflum-yes; Jim Jesse-yes. All yeas, motion carried. All yeas, motion carried.

## **TRAVERSE BAY EDC MONTHLY REPORT**

Rob Richardson from the TBEDC & Council of Governments complimented the KEDC Board for having a Student ex-officio invited to serve as a non-voting member of the Board. Richardson provided a brief update of his work in Kalkaska.

Phil Franzo was introduced as the new Director of Business Development with the TBEDC. Franzo shared with the Board his roll with the TBEDC and how he would be working within Kalkaska County. Specifically, Franzo will be working to schedule retention visits in Kalkaska. He did mention that he had a retention visit with Wayne Wire, but they had to be rescheduled to December. Jim Jesse asked that the KEDC be informed when a retention meeting is set up in Kalkaska as the KEDC would like to have representation at these meetings. Phil agreed to let the KEDC know when these meetings are scheduled.

Tino Breithaupt-Senior Vice President of the TBEDC provided a list of top employers in the region. He asked for input on the list and asked if there were any businesses that should be added. Discussion followed. Breithaupt also shared some of the new roles that Phil Franzo will be filling in regards to the Kalkaska area.

## **COMMITTEE REPORTS**

**Brownfield Taskforce Report** – Aaron Bowron: No Report

**Consortium Committee** – Al Dimon: No Report

**Executive Committee** – Jim Jesse: No Report

**Funding Committee** – Mike Ascione: No Report

**Loan Committee** – Linda Wayne: Loan is current but \$50 in late fees still owed.

**Personnel Committee** – Al Dimon: No Report

**Public Relations Committee** – Aaron Bowron: No Report

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

**Nominations for Office - Chairman Jim Jesse:** Mentioned that Board nominations would be held at the January Board meeting.

**Member Term Expirations - Chairman Jim Jesse:** Mentioned that there no terms set to expire.

**Contributions to TBEDC - Jim Jesse:** Al McCullen made a motion to make the 4<sup>th</sup> Quarter payment to the TBEDC, supported by Linda Wayne. Roll call vote: Al McCullen-yes; Linda Wayne-yes; Truman Bicum-yes; Frank Pflum-yes; Jordan Gunderson-yes; Jim Jesse. All yeas, motion carried.

**Discussing interest from CD's-Linda Wayne:** Treasurer Linda Wayne asked for the Board's input on where the interest from the CD's should be deposited. It is currently going into the Loan Fund, and there had been some discussion in the past on whether these funds should be deposited into the General Fund or the Loan Fund. Al McCullen stated that he thinks that there should be no changes, Frank Pflum agreed. The Board was in agreement to continue to have this interest go into the Loan Fund.

**2011 Budget BOC - Jim Jesse:** Jim Jesse shared with the Board the working 2011 budget from the Board of Commissioners. The BOC has \$2,000 in the budget for the KEDC, \$0 going to the TBEDC. Al McCullen gave the background on how the BOC came up with the budget. Again, Chairman Jim Jesse made it clear that this is a working budget and could change.

**Kalkaska Township Report-Jim Jesse:** Jim Jesse gave Al Dimon's report from the Township. The Kalkaska Township is being audited and the auditor said that it is illegal for the Township to be giving to the KEDC. Jim asked Tino Breithaupt of the TBEDC if he had heard of this - Tino is unaware of this in any other EDC. Discussion followed. It was decided that more information on this audit is needed.

### **ADJOURNMENT**

Upon a motion made by Frank Pflum to adjourn the meeting and supported by Linda Wayne the meeting adjourned at

Respectfully Submitted,  
Andi Wagenschutz