

Joint Economic Development Zone (ZEDZ)
Quarterly Meeting Minutes of March 10, 2015

**JOINT ECONOMIC DEVELOPMENT ZONE (JEDZ)
Meeting Minutes-March 10, 2015
Columbia Township Administration Building**

Attendees: Mrs. Hughes, Mr. Langenkamp for Columbia Township; Ms. Lally, Mrs. Kaminer, Mr. Shelton for Fairfax. Mr. Kubicki of Columbia Township was absent as well as JEDZ Tax Administrator Mr. Raines. Also present were Columbia Township Administrator Mike Lemon and Clerk Paul Davis.

Meeting Minutes 12/9/2015: Mr. Langenkamp made a motion to approve the minutes, seconded by Mrs. Hughes. All Board Members present concurred with the motion. The March 2015 minutes were approved.

Board Appointments for Fairfax – 2015: Mr. Shelton reported that the JEDZ Officers for 2015 will be Carson Shelton, council member Sharon Lally and Administrator Jennifer Kaminer. Fairfax Clerk Barb Blankemeyer's work schedule will not allow her to attend the JEDZ meetings on a consistent basis so Ms. Lally has been appointed to take her place.

Election of Officers for 2015: Mr. Shelton made a nomination to appoint Mr. Kubicki as President, Mr. Shelton as Vice-President, Mrs. Kaminer as Secretary and Mr. Langenkamp as Treasurer. Ms. Lally seconded the nomination. There were no other nominations. All Board Members present concurred with the Board appointments and the slate of Officers for 2015 was approved.

Report of the JEDZ Tax Administrator: The reports prepared by Mr. Raines were reviewed. Mr. Lemon asked if the distributions were for 2nd and 3rd quarter only, or did they also include 4th quarter 2014? It would be helpful if the report would break out distributions by quarter. Mrs. Kaminer stated that she will ask Mr. Raines this question and report back to him.

Board of Director's Report/Comments: None

Resolutions: None

Old Business: Adoption of 2015 Budget. This item will be postponed and discussed at the May meeting. Mr. Lemon reported that he has still not received an answer from either the County or State Auditor if the JED Zone needs to submit a separate budget or if the budgets from the participating communities will suffice.

New Business: Mr. Lemon stated that he would like to see reports presented that show the following:

- Receipts and Refunds
- Distinction between payroll withholding receipts and net profit receipts
- Employment Status – did the JED Zone register any new business moving into the Township?
- Include a copy of the bank statement with the reports/updates to the Board
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Mr. Lemon provided a copy of a template that could be used in creating the requested reports.

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Mr. Lemon also had a question regarding the distribution check the Township received from the Village. The check was signed by Fairfax Clerk Barb Blankemeyer. He believes the bylaws state that Mr. Raines should be signing the check from a separate JED Zone account.

Mrs. Kaminer stated that she would discuss all of these items with Mr. Raines and will ask that he contact Mr. Lemon to discuss further.

Approval of Bills for January/February 2015: Mr. Langenkamp made a motion to approve the bills, seconded by Mrs. Hughes. All Board Members present concurred with the motion. The bills were approved.

Meeting dates: The following meeting dates were established for the remainder of 2015 and the early 2016:

- June 9, 2015
- September 8, 2015
- December 8, 2015
- March 8, 2016

There was no other business discussed.

Mr. Langenkamp made a motion to adjourn the meeting, seconded by Mrs. Hughes. All Board Members present concurred with the motion. The meeting was adjourned.

Respectfully submitted,

Jennifer Kaminer, Recording Secretary

Signatures

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