

*JOINT ECONOMIC DEVELOPMENT ZONE
Regular Meeting Minutes - September 18, 2015*

Attendance: For Columbia Township: Mike Lemon (JEDZ Administrator) and Susan Hughes. David Kubicki and Steve Langenkamp were absent. For Fairfax: Carson Shelton, Jenny Kaminer, Sharon Lally and Walter Raines (JEDZ Tax Administrator) Paul Davis (Columbia Township) and Charlene Metzger (Fairfax) were also in attendance.

Approval of the June 9, 2015 minutes: Ms. Lally made a motion to approve, seconded by Mr. Shelton. There was no discussion. All Board Members concurred with the motion. The June 2015 meeting minutes were approved.

REPORT OF JEDZ TAX ADMINISTRATOR

Mr. Raines reported that PNC Bank requires that those Board Members who are on the signature card, must physically appear at the bank to show two forms of ID. A driver's license and credit card would be sufficient.

OBG Duplicate Reports Issue/Status: Mr. Raines passed **out** an example of a duplicate report from the Ohio Business Gateway. He stated that if a correction is made on any report for any vendor/taxpayer, OBG issues a duplicate report. OBG has taken a double payment out of the businesses bank account when this has occurred. Mr. Raines stated that he has spoken to OBG and they will now issue an email notice first so that he can make sure the double payment does not automatically occur.

Tax Changes for 2016: Mr. Raines provided handouts regarding changes on due dates and thresholds for withholding payments as well as penalty and interest charges. These changes are a result of the State tax law changes from House Bill 5.

If a business owes taxes for 2015, the current tax ordinance for the Village of Fairfax will be followed. If a business owes taxes in 2016, they **will** have to adhere to the new Fairfax tax ordinance that becomes effective 1/1/2017. Fairfax Council will be passing an amendment to their current tax ordinance to reflect the changes from House Bill 5, but it will not take effect until 1/1/2017.

Tax Board of Review: This must be established for the JED Zone by January 1. There are to be 3 members, two of which are appointed by the legislative authority. Mike Lemon stated that if Fairfax already had a Tax Board of Review, Columbia Township would prefer to use that Board if Mr. Abes states it is appropriate to **do so**.

Appearance Letters: Mr. Raines provided a handout of those businesses that have been provided with Appearance Orders for not supplying tax information. Fifteen businesses are still non-responsive, but twenty-four businesses have made contact with Mr. Raines and have made payments or requested extensions. It has **been verified that** subpoenas can be delivered through the Fairfax Police Department. The next Fairfax court date is September 22, 2015, so it will probably be the October court date that some of these non-filers would be summoned court.

OLD BUSINESS

Review and Adoption of 2015 Budget: This is still an outstanding issue. There has been no confirmation from either the County Auditor or State Auditor if a JED Zone needs to file a budget.

NEW BUSINESS

Update on Accounting Changes and Adjusted Disbursement since June 2015: Ms. Metzger from the Clerk's office at the Village of Fairfax passed out a spreadsheet with some corrected numbers. Mr. Lemon noted that there were still some discrepancies between the dashboard report and the spreadsheet from Fairfax so this issue will be tabled until the next meeting.

APPROVE PAYMENT OF BILLS, BANK RECONILIATION AND FINANCIAL REPORT

This item will be tabled until the next meeting due to the Fairfax and Columbia Township financial reports not matching.

RESOLUTIONS

None

The next meeting will be Tuesday December 8, 2015 at 5PM at the Columbia Township Administration building.

Future meetings will be as follows: March 8, 2016
 June 14, 2016
 September 13, 2016

ADJOURNMENT

Ms. Lally made a motion to adjourn the meeting at 6PM, seconded by Mrs. Hughes. All Board Members present concurred with the motion. The meeting was adjourned.

Respectfully submitted,
Jennifer Kaminer, Recording Secretary **B**
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Jennifer Kaminer, Recording Secretary

BOARD SIGNATURES




