

Oscoda County EDC

Minutes for 5/17/23 Meeting

Meeting opened at 6:00 pm by Coulon. In attendance were Coulon, Roddy, Castle, Satkowiak, Chaney, Layman, Hurtado, Welser and Handrich. Pledge

- 1) Agenda approved with Castle motioning and Roddy seconding. Approved
- 2) Minutes reviewed and Castle motioned to approve with Roddy seconding, Approved
- 3) Per diem signed
- 4) Guests Kristine & Todd Easterday spoke in length of need for an animal shelter, either county or private. Gave examples of need. We discussed a 501C3 or other possible options to start. Discussed the possibility of grants and other funding. Advised to contact the Humane Society. Castle to send information for the EDC Director of Shiawassee County.
- 5) Devin Layman introduced as new EDC Board member and brought up to speed on RLF.
- 6) Revolving Loan. Rene Welser and Ted Handrich have spent considerable time reviewing. Handrich reviewed the summary spreadsheet that they put together. Rene Welser explained the temporary balance and will maintain EDC transactions, take loan payments, balance check account and register all transactions until a new director is hired. She is also contacting the county auditor Jim Anderson to see if any of the loans that are written off should have 1099's issued to the company (or companies) that defaulted on those loans. Rene Welser is also now receiving all EDC mail.
- 7) Hurtado has administrator access to the Facebook page now and has been updating/posting EDC activities, contacts and pertinent information which is getting a good response.
- 8) **Motion by Satkowiak, 2nd by Chaney to accept the summary spreadsheet as presented. Motion passed**
- 9) **Motion by Chaney 2nd by Roddy to accept the revolving loan amortization balance as presented from today (5/17/2023) forward. This was passed with a roll call vote: Roddy – yes, Castle – yes, Satkowiak – yes, Chaney – yes, Layman – yes, Hurtado – yes, Welser – yes, Coulon – yes. Motion Passed**
- 10) Discussed what transpired at BOC board meeting regarding the current EDC director and her agreeing to step down. **Motion by Chaney 2nd by Castle to terminate EDC Contract with a 90 day termination notice – as stated in the current employment agreement. Motion passed unanimously.**

11) Discussed the job description and reviewed Directors Job Description compiled by hiring committee which used a combination of our current and Ogemaw county's current job description for an EDC director – to make sure clear expectations, skill sets, and expectations such as grant writing, EDC marketing, development and leadership are met when hiring a new director. Sheet was reviewed in depth and after much discussion. **Motion by Roddy 2nd by Welser to accept presented EDC Director job description with one additional qualification being Marketing/Promotion, motion passed.**

12) Reviewed Budgetary Status Report. Current revolving loan fund balance is \$76482.15

13) Open Meetings Act. Castle recently attended an open meetings act training and brought handbooks for the board. We reviewed several key points to make sure we run proper meetings including requirements, decisions, Quorum, use of texts, emails and other digital tools during a meeting and how they can and cannot be used. Discussed how virtual attendance may soon become law and how that could impact/benefit the board.

Motion by Chaney 2nd by Welser to close the EDC meeting at 7:40 Motion passed.

1) Discussed solar field being installed along Mishler Rd in Big Creek Township. Discussed the 3 ways alternative energy sources/plants are owned and operated:

- a) Consumers Energy
- b) Private
- c) PURPA – (Federal ACT/Reg)

2) Big Creek Township is looking at passing an Alternative Energy Ordinance for future projects. This would set in place how future projects are built and how they are decommissioned at end of life.

Motion by Chaney, 2nd by Welser to close meeting at 7:48. Motion passed