

Meeting Agenda
Clay Township / City of Clayton JEDD Board
January 12, 2018 at 2:30 PM

I. CALL TO ORDER

II. CLERK'S REPORT

- Board Meeting Minutes December 1, 2017

III. TREASURER'S REPORT

- Financial Reports – January 2018

VI. OLD BUSINESS

V. NEW BUSINESS

- JEDD 101: Mission Statement
- History of the JEDD – Schweitzer
- Vision for the JEDD – Collins
- Schedule Work Session

VI. CITIZEN'S COMMENTS

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

BOARD MEMBERS

Erik Collins

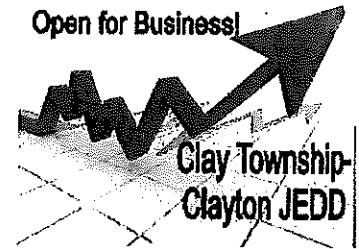
Jim Borland

Mike Stevens

William Kindred

Kevin Schweitzer

Open for Business!



Minutes of December 1, 2017

Board Meeting of the Clay Township - City of Clayton JEDD
Clay Township Offices
December 1, 2017

ATTENDANCE

Erik Collins, Chairman and represents Montgomery County
Steve Argast (Alternate), representing Clay Township
Kevin Schweitzer, representing City of Clayton
Mike Stevens, representing the Employers in the JEDD
Barbara Seim, Clerk of Council, City of Clayton
Walt Harrison, Alternate
Dan Bish, Montgomery County

CALL TO ORDER

Collins called the meeting to order at 2:32 PM. Present were Erik Collins, Steve Argast, Mike Stevens, and Kevin Schweitzer.

CLERK'S REPORT

Collins presented the minutes of the Board Meeting held October 13, 2017. Schweitzer moved to approve the minutes as presented, second by Stevens. All yeas, motion carried.

TREASURER REPORT

Schweitzer presented the balance sheet and YTD profit and loss reports as of December 2017. Schweitzer advised there will be one more tax disbursement in December, and he will forward a revised balance sheet once he has the updated amounts. Argast moved to approve the Treasurer's Report as presented, second by Stevens. All yeas, motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Kevin Schweitzer presented the budget for 2018. Argast moved to approve the 2018 budget as presented, second by Schweitzer. All yeas, motion carried.

The board set their meeting dates for 2018 as January 12, April 13, July 13, October 12, and November 30th. All meetings will begin at 2:30 pm at the Clay Township offices. Motion by Argast, second by Stevens to approve the 2018 board meeting dates. All yeas, motion carried.

Dan Bish, Montgomery County Economic Development Department, shared a draft copy of the latest JEDD newsletter soliciting comments from the board members. He also shared updated information on the Business Assistance Program and application.

Walt Harrison stated he is a newer member to the board and asked if the JEDD had a vision statement. Collins stated we have a working plan and some of the things that have come out from that is the Business Assistance Program and the Sewer Assistance Program. However, the board has been here for many years and there are several newer members, this would be a good time to revisit the vision

statement and we can address this at our January meeting. Schweitzer will give a history of the JEDD, and Collins will share the vision. Clayton city staff will put together binders for each member of JEDD information. Collins stated that at the January meeting we will also schedule a work session in the first quarter. Harrison suggested some ideas could be a Survey Monkey to business owners, outreach to the businesses and where do we want to spend our money. Collins suggested a Resource Rally possibly at the Township offices, where a number of resources for business owners can be shared at one place.

Schweitzer shared with the board a notice he received from the State Department of Taxation. The proposed rule would require board of directors of each JEDD that levies an income tax to provide information to the tax commissioner within 30 days of the effective date of the rule. The requested documents would include a copy of the signed contract creating the JEDD, a description of the JEDD area including a map, notification of the municipal corporation charged with administering, collecting and enforcing the net profit tax on behalf of the JEDD, and a copy of the signed agreement between the board of directors and the municipal corporation that administers the income tax.

Schweitzer also shared a request from a business owner within the JEDD requesting an abatement from paying interest and penalties on delinquent tax. They had issues with multiple bookkeepers and an embezzlement. Their taxes are now current, but are requesting an abatement of \$1,001 of penalties and interest. After discussion, the Board members stated we need to have a clear policy, so we can be fair and consistent for requests to abate delinquent tax requests. Collins will contact Carolyn Rice at the county to see how they handle these requests, and Schweitzer will contact the treasurers of the JEDD boards in the County to see if they have a policy we can review. The information will be reviewed at the January meeting.

CITIZENS COMMENT

None heard.

ADJOURNMENT

Motion by Stevens to adjourn the meeting, second by Argast. The meeting adjourned at 3:33 PM. The next Board meeting is scheduled for January 12, 2018.

Clay Township - City of Clayton JEDD

Profit & Loss

January through December 2017

01/09/18
Cash Basis

	<u>Jan - Dec 17</u>
Income	
Income Tax	26,077.97
Interest	428.15
Total Income	<u>26,506.12</u>
Expense	
Contractual Services - Legal	3,068.92
Insurance	3,693.00
Total Expense	<u>6,761.92</u>
Net Income	<u><u>19,744.20</u></u>

Clay Township - City of Clayton JEDD

Balance Sheet

As of January 9, 2018

01/09/18
Cash Basis

	<u>Jan 9, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
MainSource Bank	181,314.07
Total Checking/Savings	<u>181,314.07</u>
Total Current Assets	<u>181,314.07</u>
TOTAL ASSETS	<u><u>181,314.07</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	181,314.07
Total Equity	<u>181,314.07</u>
TOTAL LIABILITIES & EQUITY	<u><u>181,314.07</u></u>