

**CITY OF WILLIAMSTON  
ECONOMIC DEVELOPMENT CORPORATION  
JANUARY 21, 2008  
REGULAR MEETING MINUTES**

**1. Call To Order:**

The meeting was called to order at 8:10 p.m. in the Williamston City Hall Council Chambers by Chairman Mike Thomas.

**2. Roll Call:**

Chairman Michael Thomas, Vice Chair Pete Porciello, Corporation Members Dean Atkins, Dan Frank, Adam Lesperance, Mary Sapienza, Rachel Olson, and Council Representative Traci Smith. Absent: None.

Also Present:

Community Development Director Michelle Aniol, TIFA Attorney John Gormley, Farmers' Market Manager Kris Schlicker, and citizen Ken Zichi.

**3. Audience Participation:**

Chairman Thomas called for public comment at this time and there was none.

**4. Approval of Agenda:**

Add items 8a. Farmers' Market Minutes, 9b. Amendment to Purchase Agreement, 10b. Money for Fund Administration, and 10c. 1500 Building.

Motion by **Porciello**, second by **Atkins**, to approve the agenda as amended.

**Motion passed by voice vote.**

**5. EDC Regular Minutes of December 17, 2007:**

On page 2, item 10a. 3 lines down, add "accept the position, then there would be a problem with consistency."

Motion by **Frank**, second by **Smith**, to approve the EDC regular minutes of December 17, 2007 as amended. **Motion passed by voice vote.**

**6. Staff Reports**

**6a. City Treasurer's Report:**

A financial printout for December was submitted for EDC review.

**6b. Community Development Director:**

No report.

**7. Accounts Payable:**

None.

## 8. Committee/Sub-Committee Reports

### **8a. Farmers' Market:**

Chairman Thomas submitted minutes for the Farmers' Market sub-committee meeting for EDC review.

## 9. Action Items

### **9a. Farmers' Market:**

The EDC set the dates for the Farmers' Market to be May 22 through October 16, 2008 with the hours of operation being 2:00 p.m. to 7:30 p.m. with October perhaps closing at 6:00 p.m. The Market Manager wage will be \$12 per hour with fringes. An alternative site for the market will be the lot behind City Hall. Adjacent property owners will be notified that the lot cannot be used on this day. The EDC discussed the possibility of a pavilion being constructed, but concluded the City would have to pay for the structure.

Chairman Thomas asked Ms. Schlicker to present a job description for the market manager.

Ms. Schlicker provided a written description and explained it.

Motion by **Porciello**, second by **Sapienza**, to hire a market manager at \$12 per hour based on 450 hours for the season, with the farmers' market to be held in the parking lot behind City Hall, from 2:00 p.m. to 7:30 p.m. with the Thursday dates of May 22 through October 16. Yes: Lesperance, Smith, Frank, Atkins, Porciello, Sapienza, Thomas, Olson. No: None. **Motion passed.**

Motion by **Porciello**, second by **Atkins**, to approve the market manager description with the amendment to the duties section, point 2, adding "with approval". Yes: Lesperance, Smith, Frank, Atkins, Porciello, Sapienza, Thomas, Olson. No: None. **Motion passed.**

### **9b. Amendment to Purchase Agreement:**

Motion by **Frank**, second by **Porciello**, to approve resolution 01-08 to amend the purchase agreement with the extension of the closing date to February 4 15, 2008. Yes: Smith, Thomas, Porciello, Atkins, Frank, Olson, Lesperance, Sapienza. No: None. **Motion passed.**

## 10. Discussion Items

### **10a. Industrial Park Tenants:**

The board discussed Tri-State and tax incentives.

### **10b. Money for Fund Administration:**

Member Frank commented that he wants an accounting from the City as to what the fund administration entails.

Chairman Thomas commented that he ~~has asked~~ **will compile** for the information ~~for~~ **within the next** two months.

**10c. 1500 Building:**

Member Frank commented that a "For Sale" sign was talked about but never put up. He added that the entry dock is still full of water.

Chairman Thomas commented that he has had a discussion with the City Manager regarding the sale of the building and will follow up on it. He recommended that the EDC asked the City Council to put the 1500 building up for sale if an acceptable counter offer is not reached by June 1.

Member Porciello explained the things that Habitat was considering.

Member Smith questioned when the lease with Habitat expires.

Member Frank answered that it expires in November of 2009 plus six months.

Member Smith questioned the EDC's goal.

Chairman Thomas answered that it is to get the building off the City's hands.

**11. Audience Participation:**

Chairman Thomas called for public comment at this time and there was none.

**12. Attorney Comments:**

None.

**13. Corporation Member Comments:**

Member Sapienza commented that the intention of Habitat was to purchase the building.

Member Lesperance commented that the EDC should keep the 1500 building in mind as available.

Member Porciello commented that he does not believe the EDC should ??? **alienate** ~~with~~ Habitat for Humanity. The EDC should continue to work with them.

Member Frank commented that people are donating to Habitat for Humanity. He also welcomed Council Representative Smith to the board.

Member Smith thanked Member Frank and the board for the opportunity to serve and assist.

Member Atkins commented that the ball is in the City Council's court regarding the 1500 building. He added that he would help Chairman Thomas figure out the fund administration.

Member Olson commented that she noticed that the EDC goals have yet to be developed.

Chairman Thomas commented that the City is going through the budget process and EDC will discuss the budget at the next meeting.

**16. Adjournment:**

Motion by **Porciello**, second by **Frank**, to adjourn. **Motion passed by voice vote.**

**Meeting Adjourned at 9:28 p.m.**

**\*THE PRECEDING MINUTES ARE A SYNOPSIS OF AN ECONOMIC DEVELOPMENT CORPORATION MEETING AND DO NOT REPRESENT A VERBATIM RECORD.**

Respectfully Submitted by: \_\_\_\_\_  
Holly M. Thompson, Deputy Clerk

Date Approved: \_\_\_\_\_