

**CITY OF WILLIAMSTON
ECONOMIC DEVELOPMENT CORPORATION
SEPTEMBER 15, 2008
SPECIAL MEETING MINUTES**

1. Call To Order:

The meeting was called to order at 8:07 p.m. in the Williamston City Hall Council Chambers by Chairman Pete Porciello.

2. Roll Call:

Chairman Pete Porciello, Vice Chair Dean Atkins, Corporation Members Mike Thomas, Kathleen DeForest, Rachel Olson, Kevin Smith, and Council Representative Ken Zichi. Absent: Adam Lesperance.

Also Present:

Deputy Clerk Holly Thompson, Community Development Director Michelle Aniol, EDC Attorney John Gormley, and ADT Representative Rod Baxter.

Motion by **Thomas**, second by **Zichi**, to excuse Lesperance. **Motion passed by voice vote.**

3. Audience Participation:

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

4. Approval of Agenda:

Move item 8a. to 8b. and add 8a. ADT Proposal and 9a. Thank You Letters.

Motion by **Thomas**, second by **Zichi**, to approve the agenda as amended.

Motion passed by voice vote.

5. EDC Regular Minutes of June 16, 2008:

Motion by **Thomas**, second by **Atkins**, to approve the EDC regular minutes of June 16, 2008 as presented. **Motion passed by voice vote.**

6. Accounts Payable:

Motion by **Thomas**, second by **Zichi**, to approve the bill from American Rentals as presented in the amount of \$135. Yes: Olson, DeForest, Atkins, Porciello, Zichi. No: Smith, Thomas. **Motion passed.**

7. Staff Reports

7a. City Treasurer's Report:

A financial printout for August was submitted for EDC review.

7b. Community Development Director:

No report.

8. Action Items

8a. ADT Proposal:

Rod Baxter of ADT went over the proposal for building security at the 1500 building. The proposal includes installation, and replacement of some doors. The system will allow for better control of who is coming and going from the building. There is no monthly charge for the system, unless they want it monitored by ADT.

Attorney Gormley explained the situation and history of the 1500 building.

Motion by **Thomas**, second by **Zichi**, to forward the ADT proposal to the City Council for their action. **Motion passed by voice vote.**

8b. Review Expenditure Policy:

Motion by **Thomas**, second by **Zichi**, to authorize up to \$500 in expenditures with approval of the City Manager without coming to the board for prior approval for community development expenses. Yes: DeForest, Olson, Smith, Porciello, Zichi, Atkins, Thomas. No: None. **Motion passed.**

9. Discussion Items

9a. Thank You Letters:

Motion by **Thomas**, second by **Atkins**, to allow the Chairman or his designee to write thank-you's as deemed necessary. **Motion passed by voice vote.**

11. Audience Participation:

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

12. Attorney Comments:

None.

13. Corporation Member Comments:

Member Thomas welcomed the new members and offered to meet with them if they had any questions regarding the board.

Member DeForest questioned how agenda items are added.

Member Smith commented that he is glad to serve and hopes to learn a lot.

Member Atkins asked Director Aniol to prepare a Farmers' Market financial report in November.

Member Zichi welcomed the new members, thanked them for serving, and offered to talk with them anytime.

Director Aniol welcomed the new board members.

14. Adjournment:

Motion by **Zichi**, second by **Atkins**, to adjourn. **Motion passed by voice vote.**

Meeting Adjourned at 8:58 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: _____