

**MINUTES
ECONOMIC DEVELOPMENT COMMISSION
TOWNSHIP OF MONROE
OCTOBER 17, 2011**

The Regular Meeting of the Monroe Township Economic Development Commission was called to order by Chairperson Michael Kretschmer at 7:15PM in the Joe Pace Meeting Room of the Municipal Complex. Notice of this meeting was given as required by the annual notice of meetings.

Chairperson Michael Kretschmer led the Commission in the salute to our flag.

ROLL CALL

Present: Sherene Ginyard, Michael Kretschmer, Anthony Langella, Victor Peters

Excused: John Robinson, Cncl. Ron Garbowski

Unexcused: George Adams, Michael Stalba

APPROVAL OF MINUTES

Tony Langella made a motion to approve the minutes as submitted of the Economic Development Commission Meeting of July 18, 2011. The motion was seconded by Vic Peters and approved by all remaining members of the Commission in attendance.

After reading the minutes, as submitted of the Economic Development Commission Meeting of September 19, 2011 by the secretary, Michael Kretschmer mentioned to the substitute secretary, Aileen, the spelling of Cncl. Ron Garbowski's last name. Also, the minutes did not reflect that Mr. Ron Williams was in attendance at the September meeting. The Commission would like to correct the September meeting minutes to reflect "*Mr. Ron Williams, of Great Clips Salon, was in attendance. Mr. Williams spoke in reference to applying for a business in the township. He is interested in opening a business in the area of the new Wal-Mart being built and was in attendance to ask the Commission for direction on how to go about this.*"

CORRESPONDENCE, REPORTS AND OTHER MATTERS

Michael welcomed guest Christine Feggans, a local small business owner (Feggans & Henry Business Management), to the meeting; Christine had also attended the previous month's meeting as a guest. Michael also welcomed Substitute Secretary, Aileen, to the Commission; Aileen will be in attendance while Secretary, Sherri, is on a temporary leave of absence.

OLD BUSINESS:

Sherene Ginyard reported on her visit to the Home Expo that was held at St. Matthew's Baptist Church. Sherene passed along to the members a list of businesses that were in attendance on the day she visited, Friday,

CORRESPONDENCE, REPORTS AND OTHER MATTERS (cont'd)

OLD BUSINESS (cont'd):

September 23, 2011. This list also noted which towns these businesses were from. Sherene noted that only two businesses from Monroe Township were there that day – “Steamatic” (cleaning and restoration) and “McCloskey’s Garden and Hearth”. The Home Expo was also held the next day, Saturday, September 24, 2011. Sherene asked the businesses why they decided to attend the Home Expo and the responses were that they thought it was a good opportunity and most had been there previous years and had decided to return that year. Sherene also noted that she did not see any home-based businesses from Monroe Township. She said that the Home Expo was very well attended. Always Positive Group runs this home exposition, renting the rooms from St. Matthew’s Baptist Church. Businesses rented tables at this expo from Always Positive Group. The cost of a table to rent for the 2-day events was \$350.00 in the main room and \$120.00 for non-profit in the front foyer.

Tony expressed that he felt the township needs to be more active with tax abatements with businesses in Monroe Township.

Tony asked about the monies budgeted for the Welcome Signs. Michael explained that a purchase order has been generated for \$4,800.00; 2011 monies have been encumbered. Permits are still needed, but more info is still to be decided on in reference to how big the signs will be and where it will be, that they won’t impede on driver’s views and driveways. Tony suggested interchangeable signs for the bottom of each sign that would advertise an event being held in the township.

Michael spoke in reference to the Business Directory. He’s putting together a list of activities from the ROTC to give to Cncl. Garbowski. Michael still has not been able to get in touch with Elaine Moore-Wright; she is helping with the business directory. Michael and Tony said they called the businesses listed on the business directory of the township website to confirm those businesses are still in operation. Aileen notified the members that the directory is no longer available; the township website is new and does not have businesses listed. The businesses listed on the website weren’t kept up-to-date. Michael mentioned that the Commission has a Facebook page and that maybe businesses can be listed on it and be kept up-to-date. He would like to put the list of activities together by the next week and if any members has any suggestions, to let him know.

Tony spoke in reference to the Gloucester County Economic Development. They have disbanded their quarterly meetings. Michael has spoken with the Director, Lisa Morina; she will be helping with setting up a seminar to be held at the Public Library to offer small businesses information on how the county can help with their business. Michael told the Commission that they need to set a date. After some discussion, the members in attendance decided to try to hold this event in January. They will speak more with Lisa Morina in reference to what kind of information/services will be offered at this seminar.

Michael spoke in reference to members of the Commission who has not been attending the monthly meetings. As members, they affect the outcome of a quorum; how many members that are needed to hold a meeting and make decisions. Chapter 4-29.D.(1) of the Monroe Township Code states that if a member’s attendance has fallen below the minimum 70% requirement during a six-month period, such attendance record may constitute cause for dismissal of the position held. Secretary Sherri emailed a letter stating such to members George Adams and Michael Stalba. After some discussion, a decision was made that another letter will be mailed by regular and certified mail to these members, asking for their response to their intent as members of the Commission with a response date of two weeks after receipt of the letter.

CORRESPONDENCE, REPORTS AND OTHER MATTERS (cont'd)

NEW BUSINESS:

Michael mentioned that he visited the Amish Market; he spoke in reference to a new store there, a solar panel company – SPG Solar Store. They mentioned to him that they were trying to contact the Mayor's Office for a ribbon-cutting ceremony. Michael was wondering if they could help in contacting the Mayor for this ceremony.

Michael spoke in reference to South Jersey Tech Park Tour at Rowan. SJTP helps college students with their ideas and plans of starting/expanding their technology business. A tour will be held on October 24th. Michael would like to take this tour and asked the members who would be available/interested in taking the tour with him. Tony and Christine will attend with Michael.

Michael spoke in reference to Sustainable Jersey; they're a certification program for municipalities in New Jersey that want to go green, save money, and take steps to sustain their quality of life over the long term. Michael attended a seminar the week before. There are no fees and certification is good for three years for the municipality. It helps express that the municipality is interested in "going green" and welcomes "green" businesses and activity. Michael will speak with the Monroe Township Environmental Commission to see if they are already participating in this.

ROUNDTABLE:

Sherene – No matters to discuss.

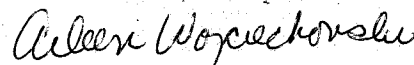
Tony – Thanked Aileen for helping as the Substitute Secretary to the Commission. Tony also agreed with the matter discussed earlier in reference to meeting attendance. He is pleased with the Commission and the efforts of going forward with the business directory. Tony suggested that maybe each member can be appointed to going to meetings of other township boards/commissions, such as the Zoning Board of Adjustment, Planning Board, etc. and report back to the Commission. During this discussion, the members asked Aileen to have the Economic Development Commission meeting minutes posted on the township website.

Christine asked what the purpose of the Economic Development Commission is. Michael responded that the Commission is to help businesses in town flourish and continue to do business in Monroe Township. Aileen handed Christine a copy of the Code of Township of Monroe Chapter 26 "Economic Development Commission", which states the purpose of the Commission. Because of the interest to the Commission by Christine, Michael gave Christine a copy of a Citizen Leadership Form to fill out, if she would like to be considered by Mayor and Council as a member of the Commission, when there is a vacancy.

ADJOURNMENT

With no further business to discuss, Chairperson Michael Kretschmer asked for a motion to adjourn. Vic Peters made a motion to adjourn the Monroe Township Economic Development Commission Meeting of October 17, 2011. The motion was seconded by Tony Langella; all in favor. Meeting adjourned at 8:23pm.

Respectfully submitted,



Aileen Wojciechowski, Substitute Secretary

These minutes were prepared from excerpts of the tape-recorded proceedings of the Regular Economic Development Commission Meeting of October 17, 2011 and serve as only a synopsis of the proceedings.

Approved as submitted _____ Date _____
Approved as corrected ASW _____ Date 12/12/11 _____