

**MINUTES**  
**ECONOMIC DEVELOPMENT COMMISSION**  
**TOWNSHIP OF MONROE**  
**December 17, 2012**

The Regular Meeting of the Monroe Township Economic Development Commission was called to order by Chairperson Michael Kretschmer at 7:00 p.m. 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: Christine Feggans/ **CF**, Victor Peters/ **VP**, Michael Kretschmer /**MK**, Anthony (Tony) Langella/**TL**, Jared Valdez/**JV**, Aileen Wojciechowski/**AW**, Cncl. Ron Garbowski/ **Cncl. G**  
Absent: Sharene Ginyard/**SG**  
Guest: Charlene Garlic/**CG**

**CORRESPONDENCE, REPORTS AND OTHER MATTERS**

Cncl. G. asked as to why Sharene has not been attending the Econ. Dev. Com. meetings. Attendance is to be maintained @ 70% or better. Cncl. G. asked that a letter be sent to her requesting she improve her attendance. SI was asked to draft and send the letter.

**Report on Welcome Signs:**

MK stated that ARH will charge an additional cost for the design due to the foundation work. Cncl. G. stated ARH will get the permits involved for the foundation work. VP asked how many times the \$1900.00 cost will be incurred. Cncl. G. and MK stated it would be a onetime charge if it is the same style sign. AW stated the CFO (Jeff Coles) will transfer the PO, for the two welcome signs, from 2011 for the 2013 budget. AW distributed a copy of the budget to the Commission. Expenses were discussed for the banner seminar cards and the Lawn Signs. AW will take care of the purchase order of the signs. County requirements for the new locations were discussed. Cncl. G. will contact Jason to discuss moving forward with the signs. *Tony Langella made a motion to approve the funds for the signs foundation design Vic Peters second the motion. The Commission approved the motion unanimously.* Two additional Monroe Twp. Welcome Signs will come from 2013 budget.

**APPROVAL OF MINUTES**

**November 2012**

MK- asked if all present had the opportunity to review the November 2012 meeting minutes. *Aileen Wojciechowski made a motion to accept the minutes. Christine Feggans second the motion. The minutes were approved as corrected by all remaining members of the commission in attendance. (JV abstained from the vote)*

**CORRESPONDENCE, REPORTS AND OTHER MATTERS**

**Business Association (meeting take place in the Library)**

Next meeting for the Bus. Assoc. will be Dec. 19, 2012.

All new people were in attendance at the November meeting. Approx. 20 people in attendance. Bus. Assoc. formed a committee and created by-laws to be voted on by the membership.

A fee was establish for joining the Bus. Assoc. and the members will vote on the \$100 fee. CF let the group know she feels that the Bus. Assoc. is off to a good start and will help new and old businesses in the area. VP passed out a copy of the Greater Williamstown Bus. Association from 1998. CF let the Commission know that many businesses have stated that they did not receive letters or emails regarding the Bus. Assoc.

(28:31 into the meeting) Charlene Garlic joined the meeting and MK had her introduce herself to the Committee. She is a business owner and realtor in Williamstown. She is interested in new development for Williamstown. She is also the Pres. of a non-profit group for children with cancer. Cncl. G asked if CG has ever been involved in an EDC before. She has not but is interested in learning and feels she will have some positive input for the group.

### **NEW BUSINESS**

Re-organization of the EDC will take place at the January 2013 meeting. January meeting will be changed to January 22, 2013. A new Chairman and Vice Chairman will be elected. Locations for signage for Monroe Twp. will continue during 2013. EDC can help circulate a new business directory. Susan Iannucci will open the meeting and turn it over once a vote has taken place for the new Chairman.

### **ROUNDTABLE**

~Tony – Pleasure working with Mike and the group. Suggested a liaison from the Amish Market be established to bring information to the merchants. Spotlight some business each month on TV in the Council meetings. A pyramid needs to be developed with EDC at the top, Bus. Assoc. etc to have liaison between all groups. Attention needs to be done by the businesses for the people of Williamstown. Members and the town need a voice and that's what EDC needs to do. Businesses have not kept up with the population. EDC needs to do something about that.

~Christine – would like to have purchased a flag or banner representing the EDC to be displayed at the Bus. Assoc. meetings and other events around town. Interested in helping to get the Bus. Directory established. Bus. Assoc. is asking members to bring in 2-3 people to meetings and door to door as well. The Bus. Assoc. will be independent of the EDC and will become independent once they start collecting dues. EDC needs to come up with ideas to help everyone in this town.

~Jared- would like to continue to work on the website in the coming months.

~Vic– wishes Michael success it was a pleasure working with Michael and everyone else as well.

~Aileen- will take care of advertising the date change for the January 2013 meeting. I really enjoyed my time as a member on the EDC. Would like to invite Skip Tomarcio to the January meeting he should also be helpful with the directory. "Spotlight on Local Business" schedule needs to be done through the Clerk's office. The new chair will need access to the password for the Email + Facebook accounts and dedicate users from the group.

~Michael- feels success for the Bus Assoc. will be defined by consistent membership. Bench marks should be set to decide how many members will make a successful Bus. Assoc. Budget bench mark need to be set. The group is doing a great job. continue to have the call to service. Continue to communicate with the Bus. Assoc. Continue to use Facebook, many businesses use Facebook now. I am all for Jared continuing to work on the website. Email address EDC had, communication avenue for the EDC should be maintained.

~Cncl. G- EDC should not be advertising for the Bus. Assoc. EDC should be advertising for the whole town. I will contact the solicitor and find out what needs to be done regarding the Bus. Assoc. and the EDC. The EDC must remain its own entity separate from the Bus. Assoc. EDC will advertise once the Bus. Assoc. gives the EDC a finished project for the Business Directory. Have a liaison from the Amish Market join the Bus. Assoc. and bring the information back to the merchants.

guest: ~Charlene- would like to know how businesses will find out about the Bus. Assoc. Bring the businesses together so word of mouth helps people to know what is in town. Many businesses are in town that people don't know about.

**ADJOURNMENT**

With no further business to discuss, Chairperson Michael Kretschmer asked for a motion to adjourn. *Tony Langella made a motion to adjourn the Monroe Township Economic Development Commission Meeting of December 17, 2012. The motion was seconded by Aileen Wojciechowski; everyone was in favor.* Meeting adjourned at 8:22 p.m.

Respectfully submitted,  
Susan H. Iannucci, Secretary

**NEXT MEETING**

The next scheduled Monroe Township Economic Development Commission meeting is Tuesday, January 22, 2013 at 7:00 p.m.

**These minutes were prepared from notes and recordings taken during the proceedings of the Regular Economic Development Commission Meeting of December 17, 2012.**

Approved as submitted \_\_\_\_\_ Date \_\_\_\_\_

Approved as corrected \_\_\_Susan Iannucci\_\_\_\_\_ Date \_\_\_\_\_1-22-2013\_\_\_\_\_