

**REGULAR MEETING - MINUTES**

DATE: November 5, 2013

PLACE: Conference Room  
Building #119  
Kincheloe, MI 49788

MEMBERS PRESENT: Earl Kay, Chair  
Richard Brawley  
Dan Dasho  
Leisa Mansfield  
Don McLean  
Jim Moore  
Jim Quinnell  
Dick Timmer

MEMBERS ABSENT: Pat Benoit

EDC STAFF PRESENT: Kathy Noel  
Paula Adams  
Tami Beseau  
John Trembl

OTHER PERSONS: None

I. CALL TO ORDER - Meeting was called to order, by Chairman Kay, at 4:15 P. M., with a quorum of the membership in attendance.

PLEDGE OF ALLEGIANCE

II. PRESENTATION OF MINUTES - MOTION by Director Timmer, supported by Director Mansfield, approving the minutes of the Regular Meeting of October 1, 2013, as presented. Motion carried.

III. PUBLIC COMMENTS - None offered

IV. MONTHLY REPORTS -

A. Executive Committee - Chairman Kay reported on matters discussed during the committee's meeting of October 11, 2013.

1. MOTION by Director Quinnell, supported by Director Dasho, to make the mechanic's position fulltime, with benefits; provide a 90 day probationary period; at a wage rate of \$17.50 per hour to start, increasing to \$18.00 per hour upon successful completion of probation. Motion carried.

2. MOTION by Director Dasho, supported by Director Quinnell, that the EDC provide health care to new hires, including the mechanic, consistent with coverage provided to Chippewa County new hires, and with the employee to pay 20% of the premium costs. Motion carried.

3. MOTION by Director Quinnell, supported by Director Moore, approving the Executive Committee report. Motion carried.

B. Finance Committee - Committee Member Brawley reported on matters discussed during the committee's meeting of October 15, 2013:

1. MOTION by Director Brawley, supported by Director Quinnell, approving September payable vouchers, #555 - #618, including September payroll, in the amount of \$140,355.97. Motion carried.

2. MOTION by Director Brawley, supported by Director Quinnell, approving September financial statements. Motion carried.

3. MOTION by Director Brawley, supported by Director Timmer, approving the report of the Finance Committee. Motion carried.

IV. MONTHLY REPORTS (cont'd)

C. Airport Committee - Committee Chair Brawley reported on matters discussed during the committee meeting of October 16th, the Joint Advisory Committee meeting of October 28<sup>th</sup>, and the workshop session of October 30<sup>th</sup>:

1. MOTION by Director Brawley, supported Director Mansfield, that Mead & Hunt, Inc. be named as consultant to assist in development projects at Chippewa County International Airport (CIU). Motion carried.

2. MOTION by Director Brawley, supported by Director McLean, that the EDC and CIU renew the joint ad in the Sault Convention and Visitors Bureau Visitor's Guide, at a cost of \$2,795.00.00 Motion carried.

3. MOTION by Director Brawley, supported by Director Timmer, approving the reports of the Airport Committee. Motion carried.

D. Joint Advisory Committee - See paragraph C above.

E. Brownfield Committee - No meeting

F. Staff Report - Noel briefed on matters discussed in the monthly report.

1. MOTION by Director Brawley, supported by Director Timmer, approving an easement to Cloverland to extend electrical service to the FAA localizer, at the far south end of airport property, and authorize Chairman Kay to execute the same on behalf of the corporation. Motion carried.

2. MOTION by Director McLean, supported by Director Moore, approving the staff report. Motion carried.

V. NEW BUSINESS -

1. Director Quinnell inquired as to why the EDC is not listed in Sault Ste. Marie phone books. Noel advised that staff will attend to this matter.

2. Directors were provided with packets for interviews scheduled for the Accountant/Administrative Assistant position on Friday, November 8<sup>th</sup>, and for the President/Developer position on Thursday, November 14<sup>th</sup>. The packet contained job descriptions as well as copies of resumes of those applicants scheduled for interviews. Through responses, six (6) Directors indicated they will be participating in the November 8<sup>th</sup> interviews. Noel requested that the Directors develop questions they would like asked of each applicant.

3. MOTION by Director McLean, supported by Director Timmer, that the EDC send a letter of support for the Little Rapids grant project, which will produce wide ranging benefits for the entire region. Motion carried

VI. OLD BUSINESS - None offered

VII. ADJOURNMENT - MOTION by Director McLean, supported by Director Timmer, that the meeting be adjourned. There being no further business before the group, Chairman Kay declared the meeting adjourned at 5:04 P.M.

  
\_\_\_\_\_  
Earl Kay, Chairman of the Board

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

  
\_\_\_\_\_  
Richard F. Brawley, Corporate Secretary