

1 Monclova Township – Village of Whitehouse
2 Joint Economic Development District I
3
4 February 21, 2018 – 4:00 PM
5 Monclova Township Administration Building/Meeting Room
6 4335 Albon Road, Monclova, OH 43542
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11 The meeting of the Monclova Township – Village of Whitehouse Joint Economic
12 Development District I Board of Directors was called to order at 4:07 PM pursuant to
13 the meeting notice.

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15 Members Present: Mr. Limes, Mr. Ciecka, and Mr. Casaletta
16 Absent: Mr. Bauer and Mr. Lindsay

17
18 Others in attendance: Philip Davis, Whitehouse Legal Counsel; Jordan Daugherty,
19 Administrator for Village of Whitehouse; and Kathleen Stewart Kuns, Recording
20 Secretary

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22 Mr. Ciecka moved, and Mr. Casaletta seconded, to suspend reading the October 17,
23 2017 minutes.

24 YES: Mr. Limes, Mr. Ciecka, and Mr. Casaletta

25
26 MOTION: Mr. Casaletta moved, and Mr. Ciecka seconded, to approve the minutes as
27 submitted.

28 YES: Mr. Limes, Mr. Ciecka, and Mr. Casaletta

29
30 **New Business:**

31 Vice Chair Darrel Limes called upon Jordan Daugherty, Village of Whitehouse
32 Administrator, to review fourth quarter financial reports for 2017, which were
33 previously received by the Board.

34
35 Daugherty stated the following:

- 36 - No distribution as there is a postponement due to The Andersons Jobs Creation
- 37 Grant
- 38 - Gross tax revenues approaching 1.2 million
- 39 - Maintenance Fund noted
- 40 - Retainage Fund noted

41
42 Report from Daugherty that \$199,322.81 received in fourth quarter. The Board
43 reviewed the document; discussion.

44
45 MOTION: Mr. Limes moved and Mr. Casaletta seconded, to approve the financial
46 statement as prepared by Jordan Daugherty.

47 YES: Mr. Limes, Mr. Ciecka, and Mr. Casaletta

1 2014 Trilogy Jobs Creation Grant refund was discussed.
2 Ciecka motioned to pay the refund. Seconded by Casaletta.
3 YES: Mr. Limes, Mr. Ciecka, and Mr. Casaletta

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5 Phil Daugherty stated that the fifth amendment to the contract is in place. Village of
6 Whitehouse and Monclova Township have both approved. The updated contract
7 includes additional properties at Maumee-Western Road (20A) and Albon Road.
8 The signed contracts will be forwarded to the Lucas County Commissioners, as
9 required.

10 Mr. Davis stated that this matter is at its conclusion and further noted that Jacquette
11 Farms is the applicant though the subject property will most likely be developed by
12 other interested parties. There will be commercial development, probably in the
13 nature of a strip center. Davis stated that who will do the development and when it
14 will take place has not been determined.

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16 Ciecka moved to amend the JEDD I Agreement of the fifth time, as has been
17 presented to the Board. Seconded Casaletta.

18 YES: Mr. Limes, Mr. Ciecka, and Mr. Casaletta

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20 **Additional New Business:**

21 Chairmanship for the 2018 year needs to be decided. Ciecka moved to nominate
22 James Lindsay and Darrel Limes as 2018 Chair and Vice Chair respectively. Ciecka
23 noted that their function will be upheld until such time as their term ends in July.
24 Seconded by Casaletta.

25 YES: Mr. Limes, Mr. Ciecka, and Mr. Casaletta

26

27 Addressing the recent state audit, Ciecka asked about the cash flow suggestion that
28 was made in the Management Letter as well as the Audit Committee. Davis
29 highlighted the fact that it was a suggestion from the Auditor, not a mandate.
30 Davis spoke about an audit committee, possibly involving former members of the
31 Board.

32 Ciecka commented on conversation with Auditor and stated that as a small
33 organization, her (the Auditor) suggestion was made as a standard best practice, but
34 with size of the organization and the amount of funds, it might be overkill.

35 Casaletta stated that Mr. Davis' point is well taken. If former members would serve
36 on the Audit Committee, it would provide continuity and a historical perspective.
37 Could discuss at the next meeting. Casaletta commented that establishing the Audit
38 Committee shows that this body is listening to auditor and is above compliance.

39

40 **Old Business:**

41 None

42

43 **Adjournment:**

44 MOTION: As no further business was brought before the Board, Mr. Ciecka moved
45 and Mr. Casaletta seconded the motion to adjourn.

46 YES: Mr. Limes, Mr. Ciecka, and Mr. Casaletta

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48 Accepted on behalf of the JEDD I Board of Directors:

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_____ Date

All rolls called randomly; Official Minutes will hold a signature on the above line. The audio of this meeting is on file in the Office of the Monclova Township Fiscal Officer according to the adopted Records Retention Schedule.