

Van Buren County Economic Development Corporation

April 5, 2021 | 1 p.m.
Location: Zoom Meeting

Meeting Minutes

Roll Call

Member	Term Expires	Present/Absent
Randall Peat, Chair	BOC Appointed	Present
Tom Stanek, Vice Chair	2/13/2027	Absent
Rodney Dragicovich, Board Member	2/13/2026	Absent
Carrie Troyer, Board Member	3/13/2024	Present
Ken Ratzlaff, Board Member	2/13/2024	Absent
Jim Warner, Board Member	2/13/2022	Present
Mike Toth, Board Member	2/13/2022	Present
Jeff Hannan, Finance Chair	2/13/2024	Present
Zachary Morris, Secretary	2/13/2024	Present
Paul Schincariol, Board of Commissioners Representative	BOC Appointed	Present

Others in attendance:

- Kurt Doroh, Van Buren County Commissioner
- Mike Chappell, Van Buren County Commissioner
- Richard Godfrey, Van Buren County Commissioner
- Jeremiah Smith, Owner of Coin Laundry Express
- Sarah Cox, Owner of Creative Catering
- Sarah Snoeyink, Economic Development Coordinator

Call to Order

Randall Peat, chair of the board, called the meeting to order at 1 p.m.

Approval of Meeting Agenda

Sarah Snoeyink proposed that the following two items be added to the agenda: USDA grant application, IRS Tax Status Update. Mike Toth moved to approve the agenda. Zach Morris supported the motion, and the motion carried unanimously.

Approval of Meeting Minutes from March 1, 2021 Meeting

Mike Toth moved to approve the March 1, 2021 meeting minutes. Zach Morris supported the motion, and the motion carried unanimously.

New Business

Public Hearing on RLF Loans

A public hearing was opened at 1:03 p.m. for public comment regarding the proposed loans for Creative Catering Services, Inc. and Jeremiah Smith Enterprises, LLC. Calls for public comment were made three times. No comments were made. The public hearing was closed at 1:05 p.m.

Review of Proposed RLF Loans

Zach Morris and Sarah Snoeyink provided an overview of the two proposed job retention loans of \$35,000 for Creative Catering Services, Inc. and Jeremiah Smith Enterprises, LLC dba Coin Express Laundry.

Randy Peat requested that loan amounts be reduced to \$20,000 to ensure that all businesses that receive job retention loans from the Revolving Loan Fund are given an equal amount of funding. Richard Godfrey shared that the Board of Commissioners had previously approved that job retention loans be made for \$20,000, so while the loans could be made for a larger amount, that change would have to be approved by the Board of Commissioners. Both Sarah Cox of Creative Catering Services, Inc. and Jeremiah Smith of Jeremiah Smith Enterprises expressed gratitude for the Revolving Loan Fund and requested that the Economic Development Committee approve their loans for \$20,000, as they did not wish to wait the additional month needed to approve loans of \$35,000.

Jeff Warner moved to approve loans to Creative Catering Services, Inc. and Jeremiah Smith Enterprises, LLC for \$20,000 each. A roll call vote was recorded as follows:

Carrie Troye – Aye
Mike Toth – Aye
Jeff Hannan – Aye
Zachary Morris – Aye
Paul Schincariol – Aye
Jim Warner – was not present at the time of the vote
Randall Peat – Aye

The motion passed.

Review & Approval of Invoices

Zach Morris provided an overview of the invoice to be approved. Discussion regarding the Antero project schedule followed. Paul Schincariol moved to approve the invoice. Mike Toth supported the motion, and the motion carried unanimously.

Open Issues

Van Buren County Economic Development Review

Zach Morris reviewed recently announced projects and an updated calculation of ROI for Market Van Buren investors.

Review Financial Reports

Sarah Snoeyink provided an overview of the February 2021 financial statements for the Revolving Loan Fund.

Review County Strategic Fund Balance

Sarah Snoeyink shared that no money had yet been moved to the fund. Randy Peat shared that the County intends to use the fund as a place to hold money that will be used to mitigate the impact of the forthcoming Palisades Power Plant closure.

Palisades Closure Update

Zach Morris shared that he feels the work Market Van Buren currently does and will continue to do supports the County's efforts to mitigate the impact of the plant's forthcoming closure. Randy Peat reported on the Board of Commissioner's intention to have John Faul become the project manager for the County's efforts related to the Palisades closure. Mr. Peat also shared that the Board of Commissioners intends to enter into a contract with Kinexus Group to support closure mitigation efforts.

Other Business

USDA Grant Application

Zach Morris shared that Market Van Buren had supported the Township of Paw Paw in applying for a USDA grant to fund a feasibility study that would look at rerouting truck traffic away from the downtown area of Paw Paw. Discussion followed regarding other potential funding options for the project and next steps should the feasibility study come back favorably.

IRS Tax Status Update

Zach Morris shared that the IRS has awarded a 501(c)3 nonprofit designation to Market Van Buren, which mean the organization holds a tax-exempt status at state and federal levels.

Adjournment

Jim Warner moved to adjourn the meeting. Carrie Troyer supported the motion, and the motion carried unanimously.

The next meeting is May 3, 2021 at 1 p.m. The meeting will be held via Zoom.



Zach Morris, Secretary of the Board

5/3/21

Date