

**TOWNSHIP OF MANSFIELD
ECONOMIC AND INDUSTRIAL DEVELOPMENT ADVISORY COUNCIL
MEETING MINUTES
August 3, 2016**

The August 3, 2016 meeting of the Mansfield Township Economic Development Advisory Council was called to order at 8:02 pm by Chairperson, Betsy Griggs.

Roll Call: Present were Betsy Griggs, Ron Hayes, Mayor Shirley Kocher, Dawn Smith. Absent were Cate Oakley and Russ Onderko.

Approval of the Minutes: Mr. Hayes moved to approve the minutes of the July 6, 2016 meeting, seconded by Ms. Smith. All in favor: Mayor Shirley Kocher. Abstain: Ms. Griggs

Governance:

Committee Liaison Assignments – need Recreation Liaison
Environmental Commission/Green Team – Dawn Smith
Land Use Board – Mayor Shirley Kocher, Ron Hayes
Open Space, Farmland Preservation, Conservation, Historical & Recreation
Advisory Committee – Ron Hayes
Recreation- Open – TBD
Township Committee – Betsy Griggs
Warren County EDC – Betsy Griggs

Council Action Item Log (see log)

5 action items were closed since the last meeting. 24 open items exist.

Website - Ms. Griggs informed the Council that the Township website has been updated with an EDAC page including a Council Member list and terms, calendar of meetings/workshops, and Council documentation (including meeting minutes, action log, quarterly updates, etc).

Ms. Smith noted that the following statement needed to be added to the EDAC home web page, "EDAC meetings are not subject to the requirements of the Open Public Meetings Act" to provide clarity to the public. It is on other Township websites with similar ordinances establishing such a council (for example Lopatcong). Ms. Griggs will follow up with the Township Clerk who content manages the Township website.

Commerce Activities:

Grand Opening: No new
Commercial Vacancies/Closings: No new
Events: Fundraiser concert for Open Space in September.

2016-2017 Projects Identified:

- 1) Community Input/Data Collection
Survey Tool & Surveys
- 2) Property Management

- Business Listings
- Commercial Real Estate Vacancies/Building Inventory List
 - Bank Owned Properties
 - Personally Owned Properties
 - Tax Lien Properties
- 3) Business Assessment/Target List
- 4) Welcome to Mansfield
 - Welcome Packet
 - Commercial Relocation Guide
 - Residential Relocation Guide
 - Liaison to Community Day
- 5) Marketing Mansfield

Online Survey Tool:

Ms. Griggs provided a summary of her the Township Committee Quarterly Update on July 27, 2016 (see Quarterly Update presentation). The Township Committee unanimously approved \$300 in 2016 to fund the Online Survey Monkey tool “Gold” plan. This exceeds the Council start up budget of \$200.00.

Next meeting date: September 7, 2016

Workshop date: July 8, 2016

Meeting was closed at 9:20 pm