

FILER TOWNSHIP DDA BOARD

DRAFT MINUTES

February 3, 2015 3:00 p.m.

Filer Township Hall

2505 Filer City Road, Manistee, MI 49660

231-723-3138

Chairperson	Laura Horvat
Vice-Chair	Robert Yates
Treasurer	Tim Fogerty
Supervisor	Terry Walker
Member	Tony Gagliardo
Member	Connie Grenn
Member	Phil Peralta
Member	Ed Williams
Member	Larry Bielski
Executive Director	Tamara Buswinka

Call to Order/Pledge of Allegiance

1. Vice-Chair Bob Yates called the Filer Township Downtown Development Authority meeting to order at 3:00 p.m. on February 3, 2015.

Roll Call

1. Members Present: Vice-Chair Robert Yates, Supervisor Terry Walker, Tony Gagliardo, Ed Williams, Treasurer Tim Fogerty, Phil Peralta, Larry Bielski
2. Members Absent: Connie Grenn, Chairperson Laura Horvat
3. Others Present: Tamara Buswinka, Brian Sousa, Wade-Trim

Consideration of Minutes from January 19, 2015

1. Fogerty moved, supported by Bielski, to approve the minutes with minor revisions as presented from the January 19, 2015 meeting. Motion passed unanimously.

Treasurer's Report

1. Walker moved, supported by Peralta, to approve the February 3, 2015 Treasurer's report. Motion passed unanimously.
2. Gagliardo moved, supported by Walker, to pay the bills as presented. Motion passed unanimously.
3. Gagliardo moved, supported by Bielski, to take the recommended actions to protect the DDA monies. Motion passed unanimously.

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Chairman's Report

1. Yates discussed the Ad Hoc Sewer Committee's January 26, 2015 report to the DDA and Township Board. The report recommends that the DDA and Township Board partner with the Little River Band of Ottawa Indians in order to treat waste water generated by the DDA/Special Assessment District users, hire an attorney to develop the contract that would set the stipulations for that partnership and deal with the bonding of the project, and to authorize Wade Trim to work on the addendum to the USDA Rural Development loan application. Yates explained that these recommendations were made after careful review and assessment of the different options and resulting financial impact on the users of the waste water collection and treatment system.
2. Wade Trim gave a power point presentation regarding the waste-water collection and treatment system options and financial implications. Sousa answered a number of questions posed by the audience to clarify the presentation. A number of questions were asked by the Pine Ridge Condominium neighborhood that sought to understand the infrastructure projects impact relative to their neighborhood. Pine Ridge currently is not part of the Special Assessment district and therefore not currently part of the engineering plans and financial projections presented. Gagliardo spoke directly to the Pine Ridge neighborhood indicating that the DDA Board is giving the Pine Ridge neighborhood an opportunity to op-in to the the waste-water collection and treatment system. Sousa explained that if the neighborhood does not join the Special Assessment District and the infrastructure project now, joining later will mean they will incur higher costs. If the neighborhood choses to connect to the waste-water collection system at some point in the future, the neighborhood will be subjected to a new and separate special assessment district, pay a connection fee as well as the construction costs of installing the collection system in addition to other related costs. By joining the infrastructure project now will mean that the costs are lower as they are spread amongst a greater number of users of the system, will not pay a connection fee and other costs may be lower.
3. Fogerty moved, supported by Walker, to recommend to the Township Board that Filer Township begin working in partnership and collaboration with the Little River Band of Ottawa Indians in developing an agreement to connect the Filer Township waste-water treatment collection system to, and have the waste-water treated by, the Little River Band of Ottawa Indians waste-water treatment facility. Roll call vote: Yates: yes, Fogerty: yes, Walker: yes, Gagliardo: yes, Peralta: yes, Williams: yes, Bielski: yes Motion passes.
4. Bielski moved, supported by Gagliardo, to authorize Wade Trim to begin the work on the addendum to the USDA Rural Development loan application and to authorize the Township Supervisor to execute required documents. Roll call vote: Yates: yes, Fogerty: yes, Walker: yes, Gagliardo: yes, Peralta: yes, Williams: yes, Bielski: yes Motion passes.

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5. Walker moved, supported by Fogerty, to hire Erick Williams, attorney, to handle the legalities of the contractual agreement and other details related to ensuring infrastructure development is secured. Roll call vote: Yates: yes, Fogerty: yes, Walker: yes, Gagliardo: yes, Peralta: yes, Williams: yes, Bielski: yes Motion passes.

Supervisor's Report

1. Walker discussed the Utility Service Group lease agreement. Walker asked for feedback to the Township Board's request that the DDA consider funding the annual repair and maintenance of the Red Apple Road water tower. Board members discussed the lease agreement and the budgetary demands that the request would place on the DDA accounts. Yates requested that the DDA Board review the budget to understand how the recent financial commitments, coupled with the request to fund the Utility Service Group lease agreement for the Red Apple Road tower, will impact their finances. Fogerty offered to work with Sousa to analyze the impact the lease agreement obligation will have on the DDA budget. This work will be reviewed at the next DDA Board meeting. Gagliardo moved, supported by Bielski, to table the discussion and decision until the DDA budget is reviewed. Motion passed unanimously.

Executive Director's Report

1. Buswinka spoke about the Ad Hoc Sewer Committees request that the Township conduct a public informational forum about the waste-water collection and treatment system project.
2. Buswinka requested that the Board consider starting their meetings at 4:30 p.m. in order to allow more time to work on issues and projects. Buswinka discussed with the Board a number of additional activities they can undertake in partnership with infrastructure development that will move the DDA District towards greater economic prosperity. Fogerty moved, supported by Gagliardo, to change the regularly scheduled DDA Board meeting time to 4:30 p.m starting in March 2015. Motion passed unanimously.

Public Comment

1. There was no public comment.