

Filer Township DDA Proposed Minutes

June 2, 2015 4:30pm

Filer Township Hall

2505 Filer City Road, Manistee, MI 49660

231-723-3138

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

Call to Order/Pledge of Allegiance

The meeting was called to order by Chairperson Laura Horvat at 4:30 p.m.

Roll Call

Members Present: Horvat, Yates, Walker, Gagliardo, Williams, Peralta, Grenn

Members Absent: Bielski (excused), Fogarty (excused)

Others Present: Tamara Buswinka, Director

Consideration of Minutes from May 7, 2015

- Peralto moved, supported by Gagliardo, to approve the minutes from May 7, 2015. Motion passed unanimously.

Waste Water Collection and Treatment Development Reports

(See Buswinka's report)

Treasurer's Report

- Horvat gave the Treasurer's Report.
- Gagliardo moved, supported by Yates, to approve the Treasurer's Report. Motion passed unanimously.
- Gagliardo moved, supported by Yates, to pay the bills totaling \$13,392.80. Motion passed unanimously.

Chairman's Report

No Chairman's report.

Supervisor's Report

No Supervisor's report.

Director's Report

- Buswinka attended the Filer Planning Commission meeting to discuss their involvement in the Commercial Corridor Planning process. The Planning Commission selected Rick Mark to be on the newly formed US31 Commercial Corridor Ad Hoc Committee.

- The Commercial Corridor Ad Hoc Committee has the following members:
Township Board: Tom Chyncinski
DDA: Tony Gagliardo
Businesses: Laura Horvat
Youth: Alli Zimmerman
Resident: Patty Prusse
Planning Commission: Rick Mark
The committee will meet in the month of June.
- Buswinka begin the process of developing the Filer Township DDA Economic Development and Corridor Improvement Plan. An outline is developed and work has begun. Buswinka asked the members to complete the SWOT analysis worksheet and either submit it via email or have it ready at the next DDA meeting. The Board discussed the draft Vision and Mission statement. Yates felt that the Mission statement was fine but that the Vision statement needed greater clarity and thus should be longer in scope. Buswinka will work on the Vision statement and provide a draft at the next meeting.
- In order to increase capacity to get things done, Buswinka contacted and met with a professor from MSU who is going to utilize Filer Township as the class project during the fall 2015 semester. The students will focus on forming leading and practical best practice strategies with an emphasis on implementation for the US31 corridor. Buswinka also met with a sub-contractor to focus on developing marketing tools and tactics which includes establishing a web site presence for the DDA on the Township web-page, developing a brochure for site development promotion, and to partner with a local business owner to organize a DDA sponsored event.
- The Township is proceeding down two paths regarding sewer development: partnering with the LRBOI or partnering with the City of Manistee. Meetings with the City of Manistee are on-going regarding sewer development and have been positive. The DDA attorney Eric Williams is working on a contract for the City of Manistee which will be reviewed by the City and Township. The next meeting is scheduled for June 16th at 1pm. The Township also accepted the USDA Rural Development and Federal grant monies for the transportation portion of the waste water system that would be needed if the Township partners with the LRBOI. The DDA is proceeding quickly and as efficiently as possible to meet the 60 day deadline set by the DDA and supported by the Township Board.

Public Comment

- A comment was made that when we speak about Filer Charter Township it is important to remember that Filer is also a part of the larger community of Manistee.

Adjournment

Gagliardo moved, supported by Bielski, to adjourn the meeting at 5:05pm. Motion passes unanimously.

Next Scheduled Meeting Tuesday July 7, 2015 at 4:30pm

A meeting informational packet is available for public inspection at the Filer Township office, 2505 Filer City Road. The Filer Township DDA does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. The DDA Chairperson has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disability Act, and the rights provided thereunder, are available from the DDA