

Filer Township DDA Proposed Minutes

November 3, 2015 4:30pm
Filer Township Hall

2505 Filer City Road, Manistee, MI 49660
231-723-3138

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

Call to Order/Pledge of Allegiance

The meeting was called to order by Terry Walker at 4:30 p.m.

Roll Call

Members Present: Walker, Gagliardo, Williams, Bielski, Grenn, Fogarty
Members Absent: Yates (excused), Horvat (excused)

Others Present: Tamara Buswinka, Director

Consideration of Minutes from October 6, 2015

Fogarty moved, supported by Gagliardo, to approve the minutes from October 6, 2015.

Treasurer's Report

Fogarty discussed the payment of invoices to Wade Trim, Buswinka, Eric Williams, and Mika Meyers totaling \$15,314.85. Discussion ensued regarding the Meyers bill with the Board confirming that any work on the DDA's behalf and billed to the DDA must be approved before the work is accomplished. Gagliardo moved, supported by Bielski, to accept the Treasurer's report. Motion passed unanimously. Gagliardo moved, supported by Bielski, to pay the invoices as presented. Motion passed unanimously.

Chairman's Report

No Chairman's report.

Supervisor's Report

Walker informed the Board that the recent water issues in the Township have been resolved. All wells have been recently serviced and are fully operational.

In regards to the sewer project, Walker stated that the Township now has the LRBOI rates and it appears that the rates are higher than what the City of Manistee is offering. Walker stated he will be arranging a meeting with the Tribe to discuss their proposal soon. The City of Manistee is now reviewing the latest version of the contract. Attorney Williams and Wade Trim are reviewing those details on behalf of the Township.

In light of the recent invoice from Erick Williams it appears that the total "not to exceed amount" approved by the DDA is almost used. The Board discussed future work in the ongoing sewer negotiation process and concluded that William's services will still be needed in the future.

Fogarty moved, supported by Walker, to increase the “not to exceed amount” to an additional \$5,000.00 to allow him to proceed with the previously agreed upon scope of work. Roll Call Vote: Yays: Fogarty, Walker, Gagliardo, Grenn, Williams, Bielski No: None Motion passed unanimously.

Director’s Report

Buswinka spoke about market and promotion efforts, tools that the DDA could offer potential development interests (such as tax abatements), and the scope of work prepared by Wade Trim regarding the US31 Commercial Corridor Development Ready & Enhancement Plan.

The Scope of Work prepared by Wade Trim, as a request of Buswinka and overseen by the US31 Commercial Corridor Planning Committee, establishes a process for the development of an Analysis & Design Recommendations Map that may be used to seek funding for the enhancement of the US31 corridor. This work would also be done in partnership with Valarie Handy, USDA Rural Development, who will assist in the public engagement. The AES and the Manistee County Planning Department will also play key roles in the process. Public engagement will begin in January. Buswinka confirmed that the Filer Township Planning Commission reaffirmed their support for the specialized sub-area planning work in the US31 corridor in a motion made during their October meeting.

Gagliardo moved, supported by Fogarty, to advance \$7800.00 to Wade Trim for the preparation of an Analysis & Design Recommendation Study. Roll Call Vote: Yays: Fogarty, Walker, Gagliardo, Grenn, Williams, Bielski No: None Motion passed unanimously.

Public Comment

None

Adjournment

Fogarty moved, Grenn, to adjourn the meeting at 5:45pm. Motion passes unanimously.

Next Scheduled Meeting Tuesday December 8, 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