

Charter Township of Filer Downtown Development Authority

PROPOSED MINUTES

RE- SCHEDULED MEETING JANUARY 19, 2015

Chairperson: Laura Horvat

Vice-Chair/Sec: Robert Yates

Treasurer: Tim Fogarty

Supervisor: Terry Walker

Members: Tony Gagliardo

Connie Grenn

Phil Peralta

Ed Williams

Larry Bielski

Marketing Committee

Terry Walker

Tim Fogarty

Tony Gagliardo

Phil Peralta

Executive Director: Tamara Buswinka

Call to Order/Pledge of Allegiance

- 1) Vice-Chairperson Bob Yates, called the Filer Township Downtown Development Authority meeting to order at 5:00 p.m on January 19, 2015. Yates recalled for the public present that the last regularly scheduled DDA meeting January 6, 2015 was cancelled due to a lack of a quorum.
- 2) Yates suggested that members review the attached DDA By-Laws to remind themselves about the attendance policy. Yates reminded the Board that the By-Laws are rules that need to be enforced as they set up the parameters for a fair and just manner of conducting business. He also stated that it is very important that the DDA be comprised of individuals who are dedicated and willing to work hard at the issues being dealt with.

Roll Call

- 1) Members Present: Vice Chairperson Robert Yates, Supervisor Terry Walker, Tony Gagliardo, Ed Williams, Treasurer Tim Fogarty, Phil Peralta, Larry Bielski
- 2) Members Absent: Connie Grenn, Chairperson Laura Horvat
- 3) Others Present: Executive Director Tamara Buswinka

Consideration of Minutes from December 2, 2014

- 1) Gagliardo moved, supported by Fogarty, to approve the minutes as presented from the December 2, 2014 meeting. Motion passed unanimously.

Treasurer's Report

- 1) Fogarty reported that he is looking to consolidate the fund into one bank rather than spreading it across multiple banks. He will speak further with Chemical Bank and West Shore Bank to discuss the possibility of this type of arrangement including the legal implications and will give a report at the next regularly scheduled DDA meeting.
- 2) Gagliardo moved, supported by Williams to pay the bills as presented. Motion passed unanimously.
- 3) Gagliardo moved, supported by Walker, to approve the January 19, 2015 Treasurer's report. Motion passed unanimously.
- 4) Discussion occurred regarding the \$12,109.50 quote for holiday decorations for the 23 light poles along US31. Board decided to pay the \$1795.24 bill for restocking and shipping costs to Holiday Decor. Board agreed to start looking at securing holiday decorations in April 2015 for the upcoming December holiday season. Gagliardo moved, supported by Fogarty, to pay \$1795.24. Roll call vote: Yates: No, Fogarty: Yes, Walker: Yes, Gagliardo: Yes, Peralta: No, Willaims: Yes, Bielski: Yes Motion passes.

Chairman's Report

- 1) Yates indicated that the discussion on the By-laws will be postponed to a future date.

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Supervisor's Report

- 1) Walker introduced Erick Williams, Attorney, to the Board. Walker stated that as the Township moves forward in the development of infrastructure it is time to hire legal representation.
- 2) Williams introduced himself and gave a brief synopsis of his credentials and past experiences. Williams suggested that the Township ensure that their master plan, TIF plan and other documents have the need for infrastructure well documented and that the TIF plan is up to date. Buswinka was asked to look at those documents and work with others to ensure that those documents meet the needs of the sewer project.
- 3) Yates moved, Fogarty supported, a motion to appoint Tim Fogarty, Bob Yates and Laura Horvat as DDA Board representatives to the Sewer Ad Hoc Committee. Motion passes unanimously.

Executive Director's Report

1. Buswinka stated that the infrastructure discussion is going well and upon meeting with the Ad Hoc Sewer Committee there will be more to report at the next DDA meeting.
2. Buswinka reported that the US Corridor Improvement Plan and Filer Township Economic Development Strategy is moving forward. She would appreciate a little more time at the meetings to facilitate discussions about the economic development plan. Fogarty suggested meeting at an early time.

Public Comment

- 1) No comments.

Adjournment

1. Fogarty moved, supported by Gagliardo, to adjourn the meeting at 6:00 pm. Yates stated that the next regularly scheduled meeting is Tuesday, February 3, 2015 at 4:00pm.