

Filer Township DDA Rescheduled Regular Meeting Proposed Minutes

June 8, 2017 4:30pm

Filer Township Hall

2505 Filer City Road, Manistee, MI 49660

231-723-3138

Chairperson	Laura Horvat
Vice-Chair	Robert Yates
Treasurer	Patty Preuss
Supervisor	Terry Walker
Member	Tony Gagliardo
Member	Todd Newenhouse
Member	Al Frye
Member	Robert Henry
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, Frye, Bielski, Walker, Gagliardo, Henry, Newenhouse

Members Excused Absent: Yates, Preuss

Members Un-Excused Absent:

Others Present: Tamara Buswinka, Director/AES, Richard Wilson, Mika Myers, and Brian Sousa, Wade Trim

Consideration of Minutes from May 2, 2017

Bielski moved, supported by Frye, to approve the May 2, 2017 minutes. Motion passed unanimously.

Treasurer's Report

Buswinka reviewed the outstanding invoices and Treasurer's Report. Treasurer's Report is attached to the minutes.

Gagliardo moved, supported by Walker, pay the invoices as presented. Motion passed unanimously.

Gagliardo moved, supported by Bielski, to accept the Treasurer's Report. Motion passed unanimously.

Chairman's Report

No Chairman's Report

Supervisor's Report

Terry indicated that Mr. Elliott, who was hired earlier this year, will be starting.

Larry Thompson, Zoning Administrator, said that he had an inquiry from Jeff Kerr inquiring the cost per REU will be if he develops a restaurant in the outlot in front of Peebles.

ERIC D. WILLIAMS
ATTORNEY AT LAW
524 NORTH STATE ST.
BIG RAPIDS, MICH. 49307

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Filer Township
2505 Filer Road
Manistee MI 49660

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March 31, 2017
Account No: 1529-00M
Statement No: 117992

FOR PROFESSIONAL SERVICES RENDERED

		<u>Fees</u>	
		Hours	
02/28/17	EDW receive and review emails from Richard Wilson and Blake Smith	0.40	80.00
03/02/17	EDW locate fee agreements and send to Tamara Buswinka at Filer DDA	0.25	50.00
	JLC scan and email fee agreement to Tamara Buswinka	0.10	4.00
03/24/17	EDW receive, review and exchange emails about easement for lift station, conflicting easements, federal attorney email comments and Richard Wilson's comments	1.25	250.00
	EDW receive and review additional emails about location of Morton Salt pipeline and comments of bond counsel Pat McGow	0.50	100.00
03/29/17	EDW receive and review multiple emails from Richard Wilson, Brian Sousa, and Pat McGow about developing a rates ordinance and preliminary title opinion	0.75	150.00
	EDW review legal descriptions on easements and "parcel 3" where lift station will be located, confirm Filer Township will obtain fee simple title to "parcel 3" for location of lift station	1.85	370.00

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March 31, 2017

Account No: 1529-00M

Statement No: 117992

Filer Township

FOR PROFESSIONAL SERVICES RENDERED

	Hours	
03/30/17		
EDW telephone conference with Terry Walker, about finishing the Preliminary Title Opinion	0.20	40.00
03/31/17		
EDW research easements, overlapping descriptions and restrictions, draft Preliminary Title Opinion and send to Blake Smith	4.00	800.00
EDW revise Preliminary Title Opinion and send to counsel for USDA with copies to Blake Smith, Richard Wilson, Brian Sousa, and Terry Walker	1.50	300.00
Services Rendered	10.80	2,144.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Eric D. Williams	10.70	\$200.00	\$2,140.00
Janet L. Cousineau	0.10	40.00	4.00

Total Current Work	2,144.00
Previous Balance	\$1,826.00

Payments

03/17/17 payment, thank you, check number 1052	-1,236.00
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Mika Meyers LLC

Attorneys at Law

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Rec-ID: 38-164707

Township of Filer
2505 Filer City Road
Manistee MI 49660

Client No. 24533-42470

Invoice No. 611753

May 15, 2017

Professional Services:

Matter: Sewer/Water Project

04/03/17 Email to B. Smith

RMW Hours .20 Rate 260.00

04/03/17 Email to T. Taylor and J. Mikula regarding City NPDES Permit; email to B. Smith

RMW Hours .30 Rate 260.00

04/04/17 Email to E. Williams; email to B. Sousa

RMW Hours .30 Rate 260.00

04/05/17 Email to B. Sousa regarding easements

RMW Hours .20 Rate 260.00

04/12/17 Email to E. Williams regarding sewer easements

RMW Hours .20 Rate 260.00

04/12/17 Email to B. Sousa and E. Williams

RMW Hours .20 Rate 260.00

04/12/17 Emails to E. Williams and B. Sousa

RMW Hours .20 Rate 260.00

04/17/17 Review revised LOC from Rural Development; correspondence to Shelby State Bank, Western Michigan Credit Union and Cole GL Manistee, MI, LLC all exercising options for easements

RMW Hours .60 Rate 260.00

04/17/17 Finalize option agreements for signatures

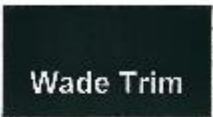
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May 15, 2017
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	RMW	Hours	.30	Rate	260.00	
04/17/17	Email to K. Smith at GL Cole Manister MI LLC					
	RMW	Hours	.20	Rate	260.00	
						Total Fees \$ 702.00

RMW

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Wade Trim
 10550 East Traverse Highway - Suite 2260 - Traverse City, MI 49684
 231.947.7400 - FAX: 231.946.1000 - www.wadetrim.com
 Federal ID 38-1630898

INVOICE

Terms: Net 30 Days
 1.5% Per Month After 30 Days
 10% Annual Rate

Invoice Date : May 16, 2017
 Invoice # : 3006941
 Project # : FTP200103C

Phase: 160 - Technical Support And Expenses

Multiplier Labor

Class / Employee Name	Date	Hours	Amount
Project Aide II			
Jennie L. Benford	04/10/2017	0.60	\$34.86
	04/20/2017	0.50	\$34.86
	04/26/2017	0.30	\$20.93
LaDonna Goldsby	04/10/2017	0.50	\$44.24
		1.80	\$134.93
Project Specialist I			
Elna Faye Amos	04/07/2017	0.75	\$69.19
		0.75	\$69.19
Total Multiplier Labor		2.55	\$204.12

Regular Expenses

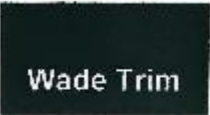
Vendor Name	Doc #	Date	Amount
Direct Postage			
UPS - IL	1PR30022	03/18/2017	\$14.71
			\$14.71
Total Regular Expenses			\$14.71

Total Phase : 160 - Technical Support And Expenses Labor : \$204.12
 Expenses : \$14.71

Phase: 435 - Design

Multiplier Labor

Class / Employee Name	Date	Hours	Amount
CADD Technician IV			
Russell R. Whaley	04/03/2017	0.50	\$44.95
	04/04/2017	0.50	\$44.95
	04/05/2017	1.00	\$89.90
	04/08/2017	5.00	\$449.50
	04/07/2017	4.00	\$359.60
	04/10/2017	6.00	\$539.40
	04/12/2017	1.00	\$89.90



Wade Trim
 10850 East Traverse Highway - Suite 2280 - Traverse City, MI 49884
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INVOICE

Terms: Net 30 Days
 1.5% Per Month After 30 Days
 18% Annual Rate

Invoice Date: May 18, 2017
 Invoice #: 3006941
 Project #: FTP200103C

Phase: 435 - Design

Multiplier Labor

Client/Employee Name	Date	Hours	Amount
CADD Technician IV			
Russell R. Whaley	04/18/2017	5.00	\$449.50
	04/19/2017	1.00	\$69.90
	04/21/2017	5.00	\$449.50
	04/27/2017	0.50	\$44.95
	04/28/2017	1.50	\$134.85
		31.00	\$2,788.90
Professional Engineer II			
Damian C Curry	04/03/2017	5.50	\$635.97
Editing grinder pump station to City standard, Working with MDOT regarding bore and jack soil borings			
	04/04/2017	7.00	\$809.41
	04/05/2017	6.00	\$893.78
	04/06/2017	4.50	\$520.34
	04/07/2017	7.00	\$809.41
	04/10/2017	7.00	\$809.41
	04/11/2017	6.00	\$893.78
	04/12/2017	7.00	\$809.41
	04/13/2017	8.00	\$893.78
	04/14/2017	7.00	\$809.41
	04/17/2017	7.00	\$809.41
Responding to MDOT and USDA comments			
	04/18/2017	7.00	\$809.41
	04/19/2017	7.00	\$809.41
	04/20/2017	7.00	\$809.41
	04/21/2017	7.00	\$809.41
	04/24/2017	2.00	\$231.28
	04/25/2017	7.00	\$809.41
MDOT response			
	04/26/2017	7.00	\$809.41
	04/27/2017	7.00	\$809.41
	04/28/2017	4.00	\$462.52
		126.00	\$14,453.78
Professional Engineer III			
Brian C Sousa	04/03/2017	3.00	\$520.80
	04/04/2017	4.00	\$694.40
	04/05/2017	4.00	\$694.40
	04/06/2017	3.00	\$520.80
	04/12/2017	4.00	\$694.40

