

Filer Township DDA Regular Meeting Proposed Minutes

September 5, 2017 4:30pm

Filer Township Hall

2505 Filer City Road, Manistee, MI 49660

231-723-3138

Chairperson	Tony Gagliardo
Vice-Chair	Robert Yates
Treasurer	Patty Preuss
Supervisor	Terry Walker
Member	Vacant
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 Tony Gagliardo at 4:30 p.m.

Roll Call

Members Present: Yates, Walker, Gagliardo, Preuss, Bielski, Frye, Henry

Members Excused Absent:

Members Un-Excused Absent: Newenhouse

Others Present: Tamara Buswinka, Director

Frye informed the Board that he will not be present at the Oct. 3rd meeting.

Consideration of Minutes from July 6 and August 1, 2017

Frye moved, supported by Yates, to approve the July 6, 2017 minutes. Motion passed unanimously.

Yates moved, supported by Walker, to approve the August 1, 2017 minutes. Motion passed unanimously.

Special Program

Valarie Handy, USDA RD, presented options available at USDA RD for implementing the US31 Corridor Analysis & Opportunities Plan. The most viable option is a very low interest loan through the Community Facility Loans and Grants Program. Handy stated that unfortunately, there is only \$400,000.00 available for grants State wide from this program and therefore very competitive and does not usually go toward expensive, large scale projects. The Township should consider the very low interest loan as well as creative philanthropic sources (like crowdfunding and sponsorships).

The purpose of Handy attending the DDA meeting is to work with the Board members in identifying 1-2 priority projects from the US31 Corridor Analysis and Opportunities Plan to implement. The following are Handy's notes taken during the facilitated session:

Top priority is to obtain/install gateway signage and banners throughout corridor.

Tasks:

- Determine total current cost--Tony to contact Amor signs -Get ideas of cost to add sponsorships to banners-- (Also check about one sponsor for each banner or one for all banners? Would these options cost more/less?)
- Determine possible fiduciary for donations/sponsorships for municipal effort that businesses benefit from--Tamara to contact Laura @ Foundation -Al (and Tamara) to reconvene committee to discuss/answer questions regarding...
 - Location (possible lighter, faster, cheaper moving project moving banner "Filer Twp Come Grow with Us")--Patty had some ideas
 - What sponsors do we want to approach? ("Keystone businesses", only along 31 corridor, anyone/everyone, individuals?)
 - how to recognize (on banners, plaque on side of gateway signs? NOT "sponsored by" big on the gateway signs)
 - What price point (consider timeline (2yrs?) and number of eyes seeing it (MDOT #'s))
 - Create policy for all sponsorship opportunities NOW

Second priority is traffic calming.

Tasks:

- convene task force to discuss
 - Lighter faster cheaper options (chalk lines to test out crosswalks?)
 - what all do we want to want sponsored? (Trees, maintenance of grass/water)
 - who to investigate cost of signage for sponsors? (Depends on permanency?) Get a range of options.
- Tamara to start working on getting Patty O'Donnell from MDOT to discuss possibilities--she's seen what does/does not work...report exists for MI??

Buswinka will work with Gagliardo and Walker to begin drafting the DDA's 2018 Work Plan and review the DDA Development Plan. Board will review the Development Plan at the next DDA meeting.

Treasurer's Report

Frey moved, supported by Henry, to pay the bills as presented. Motion passed unanimously.

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

See attached Treasurer's report.

Preuss discussed with the Board the recent audit. The DDA was billed their portion and the DDA has paid that amount. However, Preuss recommended that next year a proposal be submitted prior to the work being done. Board agreed that they would like the opportunity to review the proposed work to evaluate the scope of work and cost.

In regards to future DDA After Hours events, the Board discussed a budget of \$800.00.

Bielski moved, supported by Henry, to approve a budget of \$800.00 to cover the cost of the October DDA hosted After Hours event. Motion passed unanimously.

Buswinka will start planning event, which will be held Oct. 3rd at 5:30pm (directly after the DDA meeting) at a to be determined location.

Chairman's Report

Gagliardo discussed with the Board honoring the legacy of Laura Horvat, past Chair of the DDA, by purchasing a plaque and hosting an event in January where it will be presented to her. The Board unanimously agreed that Horvat made tremendous contributions to the Charter Township of Filer and deserves recognition and appreciation for her many years of service.

The DDA has a vacancy that the Board is working to fill. The Board is looking to fill the seat with an interested business member of the district. The Board received a request from Jeff Dontz, Manistee County Board of Commission Chair, to fill the vacant position with someone from the County Board of Commission. The DDA Board discussed that the request can not be fulfilled as the request isn't within the State of Michigan statutory mandate that governs a DDA. Gagliardo will send a letter to Dontz.

Frye offered to re-active the Sign Committee to discuss a gateway sign, banners, and the use of a billboard to provide temporary signage to those entering Filer Township. Buswinka will help facilitate.

Supervisor's Report

Sewer Report

Walker reported that he has been discussing the delay in the project with Sousa to ease concerns about possible negative consequences to the Rural Development loan (no effect), the grant funding (no effect), and the contract with Elmers (no effect). To summarize, the delays have no effect on the funding and work contracts for the project.

AES Report

Buswinka updated the Board on the work that the Planning Commission has started to revise the commercial district in the zoning ordinance. Buswinka also reported on the recent events at AES regarding service expansion and City of Manistee contract negotiations. Buswinka confirmed that she will: help in the response to the City regarding the request for appointment to the DDA Board, arrange and facilitate the Gateway Sign Committee meeting, arrange and facilitate the DDA After Hours event, investigate the potential to bring a farmers market to Filer, contact MDOT regarding traffic calming ideas and feasibility, review the DDA Development Plan and offer suggestions to update, and continue to provide support to the Planning Commission in their efforts to update the zoning ordinance.

Adjournment

Frye moved, supported by Henry, to adjourn the meeting at 5:40pm. Motion passed unanimously.

Next Scheduled Meeting Tuesday, October 3, 2017 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

