**ECONOMIC DEVELOPMENT AUTHORITY BOARD**

**Charter Township of Union**

**Regular Board Meeting**

**April 17, 2012**

**MINUTES**

**Call to Order**

The meeting was called to order by Chairperson Turner at 5:16 p.m. in the township hall conference room.

**Roll Call**

Present: Kathy Backus (arr. 5:28 p.m.), David Banker, John Barker, Marty Figg, Jerome Hilliard, Tom

 Kequom, Jennifer Turner

Absent: Bryan Mielke, Jim Zalud

Also Present: Brian Smith, Twp. Mgr., Randy Robinson, Proj. Mgr., Mike Kantner, Twp. Acctn.; John

 Verway, Twp. Trustee; \_\_\_\_\_\_\_\_\_\_\_\_\_, Rowe Professional Services

**Approval of Regular Meeting Minutes – March 20, 2012**

**MOVED** by Figg, seconded by Barker to approve minutes of the March 20, 2012 meeting as prepared. **MOTION CARRIED 7-0.**

**Approval of Agenda**

**MOVED** by Figg, seconded by Kequom to accept the meeting agenda as presented. **MOTION CARRIED 7-0.**

**Remarks by Citizens**

No remarks were made.

**Accounts Payable**

* **East D.D.A. District – Check Register dtd. April 13, 2012 –** Kantner presented invoices for payment approval as listed, totaling $3,139.50.
* **West D.D.A. District – Check Register dtd. April 13, 2012 –** No payments were processed from the Operating Fund. One payment was processed payable to U. S. Bank in the amount of $500 to cover paying agent fees on the Water and Sewer Bond Fund.

**Financial Statements – March 2012**

* **East D.D.A. District - Operating Fund #248**
* **West D.D.A. District - Operating Fund #250**
* **Bond Debt Retirement Fund #396**
* **Special Assessment Fund #398**

**Unfinished Business:**

**Introduction of Twp. Board Appointees to EDA Board – David Banker and Jerome Hilliard:**  Supv. Barker administered Oaths of Office and introduced two new EDA Board members appointed by the Twp. Board of Trustees to fill vacancies created upon completion of terms by Carol Churchill and Bill Zehnder last month: 1) **David Banker**, a manager with the Bob Evans Restaurant firm located within the

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East D.D.A. area, and 2) **Jerome Hilliard,** instructor of Business and Economics at Mid-Michigan Community College and a resident in the West D.D.A. area. Each new member expressed their interests in having this opportunity to serve on the EDA Board and the communities represented. It was **MOVED** by Barker, seconded by Figg to accept the new appointments to this board. **MOTION CARRIED.**

**Festival of Banners Update –** Robinson plans to contact George Rohman for a progress report on the spring / summer banners festival being prepared for the East and West D.D.A. areas and throughout the city. (Backus arrived at 5:28) Turner will keep Barker and Robinson informed as she receives information on progress. Figg commented on the promotion of area events on one side of most of the banners, however this is not true for the West district. Artistic concepts are on the front side of banners with “promotions” appearing on the other side. It is not the same in each of the three areas. Robinson and board members discussed possible reasons. Robinson mentioned that one reason may be that the downtown area banners are displayed only one or two blocks long throughout the city, while the East / West areas run 1½ miles, increasing the number of banners involved, also that there may be some state restrictions for safety purposes. Turner suggested that an item appeared on the Sept. / Oct. agenda to invite in members of the Art Reach Festival of Banners group to discuss “artistic vs. promotion of area events” on the banners display. It will allow this board to present some of its desires for the program. Barker suggested members intentionally become aware of the banners as created and be prepared to discuss at that meeting.

**Pickard Corridor Status on Gas Main Construction –** Robinson explained that sidewalks need to be completed before the irrigation can be started by McQuirk (Norma check on this Randy). There is one more chemical treatment to be done. The cost will be charged to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_? (Check with Randy again)

**Isabella Road Lighting Project –** Steve Clark of Rowe was invited to update progress on the project. The bidding process is ready to begin. If approval is granted at this meeting, Rowe can advertise in the local newspaper this Sunday, and bid opening date can be May 7. Preference will be given to local contractors. It will be a 60 day contract, i.e. 45 days, with the remainder for them to cover punch list items. Traffic tie-up will be discussed and completion and finishing. There will be some fehicles on the roadway. Design will be similar to Pickard Road. Clark stated the estimate if $99,350. (verify with Randy) Robinson stated this project was approved last year, and it is now start-up time.The only change was road commission made them add a little curb at the \_\_\_\_\_\_\_\_\_ area. Following discussion by members. Barker **MOVED** to advertise for bids on the Isabella Road Lighting project … Kequom **amended the motion** to add the plans and documents as permitted … Bander **seconded the motion as amended.** Hilliard stated he would **abstain** because of unfamiliarity with the project at this early stage serving the board.Robinson clarified that Rowe will recommend the bidder, and the EDA Board will approve and accept the bidder. **MOTION CARRIED 6-0.**

**New Business:**

**Quote – Irrigation for Flowers – Request by Evening Bloomers** – Barker introduced a request from the group which for several years has prepared the ground, planted appropriate flowers and maintained the garden on the corridor at the freeway exit at their own expense. They have always done their own watering, and are now asking for 6 irrigation heads @ $775 to improve its upkeep. Members gave the group high praise for their beautification efforts and the results. Now that East D.D.A. has irrigation installed along the corridor, it would be a “good thing” to add the 6 heads. After seeing results of their work, MDOT relaxed some of their restrictions. Robinson will be in touch with MDOT on this latest addition to that garden. It was **MOVED** by Barker, seconded by Backus to approve the addition of lawn sprinklers to the Evening Bloomers’ garden at the freeway ramp and to check with MDOT to be sure of their approval. Robinson will follow up on this. **MOTION CARRIED 7-0.**

**Twp. Planning Commission – Signage Ordinance – D.D.A. Districts –** Turner and Mielke, who is a member of the Twp. Planning Commission, have discussed the township’s signage ordinance vs. Pickard corridor trees in an effort to be on the same page with this issue so that some of that language could be incorporated in their ordinance by that commission. Turner and Mielke are looking for some directions from the EDA Board. Robinson has had some discussion about this with Woodruff, the zoning inspector. Barker added that the Planning Commission has had some issue about modern signage and they have attended a number of seminars and now are in the process of absolving these issues . .. now are looking to this body. He believes that if someone on the Planning Commission – like Mielke could – unless one of us has something to discuss, that thing should be addressed, and that is the background.

Turner – The specific issue I have what could we ask them to do to help solve that? Would it be better to say – about the heights?

Robinson – To solve the issue you have to be under the tree canopy, and so that creates some … 8’ signs look good.

Banker – Would you clarify that?

R – You will see that at the Shields area store – it is an issue … you see it when you are right in front of it.

Discuss with RR aboiut the zoning issue and you can be the one that came to the Planniong Commission to work on that issue.

Turner – From the business standpoint …

Figg – in some communities the fences are just below or that close to the ground. When the sign ordinance was first done people were coming in here and a lot of the signage was under some restrictions.

Discussions of the various – rangling …

Figg – Making the sign small to accommodate the trees …

RR - vs. cutting it down – the arborist says don’t be messing with these canopies.

Turner – They are trying to create a happy medium … but from a community viewpoint, there has to be a happy medium. There are some very small signs out there in some communities – somewhere in there there has to be a happy medium. All of us think about that and look at it as you drive around.

Backus – Inquired about what’s included in the signage restrictions.

Barker – Setting good public boundaries al of the public entities - some local in these things, and …. So welcome to you two new people, because there is a lot to do.

Randy – A thing not on the agenda is the light poles had to have 4 light engines going back on so we will have to be buying some light engines out there and will have it ON THE NEXT AGENDA.

Figg – Back to Dick’s Sporting appeal for their large sign and it was , it’s on the back and very large on the front end and they did it well working with the township. Signage is important.

Barker – We fac e the same thing when we allow a business to take out a tree and pay to replace it some place on the corridor.

Turner – Yes, it’s a revolving process. We’ve put some thought on it. We will ask BMielke to put some more thought into it.

Kequom – Originally, the tree concept was a beautification process. It was well studied and the finishing of it was effectively pursued. Because you are in motion and that has something to do with it.

Banker – We have talked about keeping the signs below the canopy. If a business wishes to have a tree removed, they have to specify either replace the tree and sign …

Kequom – The replacement of the tree has to meet some requirements and – Barker: make a

Banker – asked “Was the tree in place at the time the business went in and the sign was in place?

Turner - They just want their or our company so jot down you thoughts and we can pass it on with Bryan Mielke, a member of that Planning Commission. It is commendable that they are giving us some consideration.

Turner announced that the next regular meeting of the EDA Board is scheduled May 15, 2012 at 5:15 p.m.

**Adjournment**

With completion of the agenda business, the meeting was adjourned by Chrp. Turner at 6:\_\_\_ p.m.

Respectfully submitted,

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