

**Charter Township of Union
Economic Development Authority Board (EDA)
Special Board Meeting
Thursday, May 5, 2016**

MINUTES

CALL TO ORDER

Chairman Kequom called to order the EDA Board Meeting at 12:30 pm.

ROLL CALL

Present: Kequom, Perry, Alwood, Zalud, Johnson, Bacon

Excused: Elmore

Absent: Hunter, Chowdhary, Figg, Smith

Others Present: Angela Schofield, Building Dept. Clerk

APPROVAL OF AGENDA

MOTION by Alwood SUPPORTED by Johnson to approve the agenda as presented.

MOTION CARRIED 6-0.

APPROVAL OF MINUTES

MOTION by Perry SUPPORTED by Zalud to approve minutes from the March 15, 2016 meeting as presented.

MOTION CARRIED 6-0.

PUBLIC COMMENT – None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

The Board reviewed payables from the April meeting, which was cancelled due to lack of a quorum, and May which Supervisor Alwood presented at the meeting.

MOTION by Perry SUPPORTED by Alwood to approve Accounts Payable from February/March/April as presented.

MOTION CARRIED 6-0.

The Board reviewed the financial statements submitted by the Finance Director for the April Meeting, which included 2015 year end and period ending March 31, 2016. Mr. Alwood informed the Board there wasn't updated financial statements for this meeting, that they would be available for the regularly scheduled May meeting.

The financial statements were received and filed by Chairman Kequom.

NEW BUSINESS

PROJECT LIST REVIEW

The Board discussed the status of approved projects, and the process for updating the list.

ACTION ITEMS: The Board requested the staff update the existing list with completion status for individual projects, and research statutory regulations for reviewing and updating the EDA Project list.

EXISTING BUSINESS

Banner Replacement Quote

MOTION by Alwood SUPPORTED by Zalud to approve the bid for (12) replacement welcome banners from Britten Studios in the amount of \$829.00. MOTION CARRIED 6-0.

Price Mini Storage

MOTION by Perry SUPPORTED by Bacon to approve the annual contract with Price Mini Storage in the amount of \$550.00. MOTION CARRIED 6-0.

2016 Proposal for Services: Pleasant Thyme Herb Farm

Discussion was held on the proposal presented detailing the scope of work. All future invoices will be billed according to the rates provided. No action needed/taken.

Board discussion included:

- Request from Chairman Keqnom for a punch list, as-builts for the Enterprise Park Project
- Request from Treasurer Zalud for a copy of the 2016 EDA Annual Budget, and asked that the Board look to review and prioritize the project list at the next meeting

Chairman Keqnom adjourned the meeting at 1:00.

APPROVED BY

(Recorded by Angela Schofield)

Secretary, Mr. Chowdhary

