

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, August 16, 2016**

MINUTES

CALL TO ORDER

Chairman Kequom called to order the EDA Board Meeting at 5:22 pm.

ROLL CALL

Present: Kequom, Perry, Alwood, Zalud, Elmore, Figg

Excused: Johnson, Chowdhary

Absent: Smith, Hunter, Bacon

Others Present: Mark Stuhldreher, Township Manager; Angela Schofield, Building Dept. Clerk

APPROVAL OF AGENDA

MOTION by Zalud SUPPORTED by Perry to approve the agenda as presented. MOTION CARRIED 6-0.

APPROVAL OF MINUTES

MOTION by Alwood SUPPORTED by Figg to approve minutes from the July 19, 2016 meeting as presented.

MOTION CARRIED 6-0.

PUBLIC COMMENT – None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Discussion was held on the accounts payable. Mr. Stuhldreher highlighted the major expenditures in both the East and West for fire protection service, and routine miscellaneous payments.

MOTION by Elmore SUPPORTED by Perry to approve the East EDA accounts payable as presented. MOTION CARRIED 6-0.

MOTION by Zalud SUPPORTED by Alwood to approve the West EDA accounts payable as presented. MOTION CARRIED 6-0.

The Board reviewed the financial statements. Mr. Zalud noted that the 398 Special Assessment Fund should be cleaned up as the bond was paid off and is an idle account. Mr. Elmore inquired about the discrepancy between budget and actual revenue in the West EDA. Mr. Stuhldreher explained that a portion of it was due to a tax tribunal case that went against the Township.

MOTION by Elmore SUPPORTED by Perry to approve the East and West EDA financials as presented. MOTION CARRIED 6-0.

ACTION ITEM: Confirm reason for difference in budget to actual revenue for the West EDA.

NEW BUSINESS

MMI Increase

Correspondence from MMI regarding a rate increase was reviewed. Discussion was held on the increase, the 2008 contract and the process of reviewing contracts including new language regarding price increases and renewal.

MOTION by Zalud SUPPORTED by Figg to approve the MMI rate increase of \$27.55 for the corridor clean up, and \$27.40 for the park bench clean up as presented, and authorize Administration to review and update (2) contracts with MMI.

MOTION CARRIED 6-0.

ACTION ITEM: Review, update MMI contracts

EXISTING BUSINESS

1. WELCOME BANNER PROOFS

The Board reviewed, commented and made recommendations on the banner graphics.

ACTION ITEM: Revise proofs as directed, send for production

2. BOARD APPOINTMENTS/TERMS – IN PROCESS

Discussion was held on the Board appointments, and the process for updating the list.

3. JAMESON HALL SEALCOATING

Discussion was held on the project including the additional bid received; the project completion and subsequent approval by Township Manager Stuhldreher.

4. MANHOLE REHABILITATION

Mr. Stuhldreher updated the Board on the status of the bids currently under review; stated Ms. Smith plans to make a recommendation at the September meeting.

5. PROJECT LIST REVIEW

The Board discussed the project list, individual projects and the process for prioritizing items. Mr. Stuhldreher outlined the process he will put in place to facilitate the review.

ACTION ITEM: Review the current Economic Development and TIF Plans in place, update status of projects currently on the list.

Chairman Kequom adjourned the meeting at 6:32

APPROVED BY


Secretary, Mr. Chowdhary

(Recorded by Angela Schofield)