

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, September 20, 2016**

MINUTES

CALL TO ORDER

Chairman Kequom called to order the EDA Board Meeting at 5:19 pm.

ROLL CALL

Present: Kequom, Perry, Alwood, Zalud, Elmore, Figg, Chowdhary, Smith, Hunter, Bacon

Excused: Johnson

Others Present: Mark Stuhldreher, Township Manager; Kim Smith, Public Works Coordinator; Angela Schofield, Building Dept. Clerk

APPROVAL OF AGENDA

MOTION by Zalud SUPPORTED by Elmore to approve the agenda as presented. MOTION CARRIED 10-0.

APPROVAL OF MINUTES

MOTION by Alwood SUPPORTED by Figg to approve minutes from the August 16, 2016 meeting as presented.

MOTION CARRIED 10-0.

PUBLIC COMMENT – None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Discussion was held on the accounts payable, the payment of \$337,534.96 to the Isabella Road Commission for the Enterprise Park Project, including the review of certification documents for the project.

MOTION by Elmore SUPPORTED by Zalud to approve the East EDA accounts payable as presented. MOTION CARRIED 10-0.

MOTION by Zalud SUPPORTED by Alwood to approve the West EDA accounts payable as presented. MOTION CARRIED 10-0.

The Board reviewed the financial statements, as well as the reporting format. The Financials were Received and Filed by Chairman Kequom.

NEW BUSINESS

Mr. Alwood gave an update on miscellaneous projects regarding installation of the welcome banners, irrigation, etc.

EXISTING BUSINESS

1. BOARD APPOINTMENTS/TERMS – IN PROCESS

Discussion was held on Board appointments; Mr. Stuhldreher reviewed the process currently under way.

ACTION ITEM: Provide Board an updated Roster including terms when the process is complete.

2. PROJECT LIST REVIEW: EAST AND WEST EDA – IN PROCESS

Discussion held, research work in process. Mr. Zalud suggested identifying /reviewing a few projects this winter and prepping to have them in pipeline for next spring.

3. MMI CONTRACTS – IN PROCESS

New contracts received/reviewed and sent back to MMI for signatures, will present to Board at next meeting.

4. MANHOLE REHABILITATION

Ms. Smith reviewed Request for Action, answered Board questions regarding project and bid process. Discussion included: contractor to post performance/payment bonds, contractor will be using a spray on application rather than cure in place method, John Bellow will be acting as Inspector, project also to be tested by third-party and witnessed by Township staff .

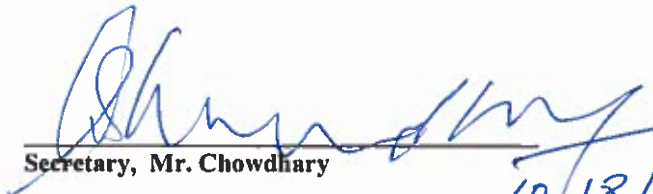
Chairman Kequom stated he liked the new Request for Action form, and hoped it would be a template for all future Board action items.

MOTION by Alwood SUPPORTED by Perry to award bid to Cully Contracting in the amount of \$75,012.00 for the rehabilitation of (16) sanitary sewer manholes as specified in the bid documents. MOTION CARRIED 10-0.

ACTION ITEM: Ms. Smith to award bid, prepare contract and send to Mr. Kequom for signature.

Chairman Kequom adjourned the meeting at 5:49

APPROVED BY


Secretary, Mr. Chowdhary

10/18/16

(Recorded by Angela Schofield)