

**Charter Township of Union  
Economic Development Authority Board (EDA)  
Regular – Electronic Board Meeting  
Tuesday, October 19, 2021**

**MINUTES**

A regular – electronic meeting of the Charter Township of Union Economic Development Authority was held on October 19, 2021, at 4:30 p.m. as a virtual meeting through the Zoom meeting platform.

**Meeting was called to order at 4:30 p.m.**

**ROLL CALL**

Present:

Coyne – Union Township, Isabella County  
Figg – Union Township, Isabella County  
Zalud – Union Township, Isabella County  
Barz – Union Township, Isabella County  
Bacon – Union Township, Isabella County  
Sweet – Union Township, Isabella County  
Mielke – Union Township, Isabella County  
Kequom – Union Township, Isabella County  
Chowdhary – (4:34) Union Township, Isabella County

Absent: Hunter

Others Present: Rodney Nanney – Community & Economic Development Director, Sherrie Teall – Finance Director, Amy Peak – Building Services Clerk

**APPROVAL OF AGENDA**

**MOTION by Barz SUPPORTED by Bacon to APPROVE the agenda as presented. MOTION CARRIED 8-0.**

**APPROVAL OF MINUTES**

**MOTION by Figg SUPPORTED by Coyne to APPROVE minutes from the September 21, 2021, regular meeting as presented. MOTION CARRIED 8-0.**

**MOTION by Mielke SUPPORTED by Sweet to APPROVE minutes from the September 28, 2021, Special Informational meeting as presented. MOTION CARRIED 8-0.**

**PRESENTATIONS - None**

**PUBLIC COMMENT – No public comment offered.**

## **REPORTS**

### **ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

Finance Director Sherrie Teall reviewed the accounts payable for the East DDA.

MOTION by **Figg** SUPPORTED by **Barz** to APPROVE the East DDA payables 9/22/21 – 10/19/21 in the amount of \$221,294.19 as presented. **MOTION CARRIED 9-0.**

Finance Director Sherrie Teall reviewed the accounts payable for the West DDA.

MOTION by **Figg** SUPPORTED by **Bacon** to APPROVE the West DDA payables 9/22/21 – 10/19/21 in the amount of \$9.21 as presented. **MOTION CARRIED 9-0.**

Finance Director Sherrie Teall reviewed financial reports.

Financial reports were RECEIVED AND FILED by Chair Kequom

### **NEW BUSINESS**

- A. RFBA – consider to approve and adopt the 2022 fiscal year budgets for the East DDA and the West DDA funds, and to recommend final adoption of these budgets to the Board of Trustees.**

Finance Director – Sherrie Teall reviewed Request for Board Action. Discussion held.

MOTION by **Figg** SUPPORTED by **Barz**, to adopt the FY 2022 budget for the East DDA and West DDA funds as per the attached and further recommend approval of same to the Township Board of Trustees. **9 – YES, 0 – NO, 1 – ABSENT. MOTION CARRIED.**

- B. RFBA – Request to remove a street tree at the Pickard Part Store located at 5114 E. Pickard.**

Community and Economic Development Director – Rodney Nanney reviewed Request for Board Action. Discussion held.

MOTION by **Sweet** SUPPORTED by **Bacon** to authorize the owners of the Pickard Part Store to remove the existing street tree immediately adjacent to their freestanding sign at 5114 E. Pickard Rd. due to the encroachment of the tree into the area, subject to the following conditions:

1. Documentation of liability insurance for the contractor hired to remove the tree shall be provided to the Community and Economic Development Director prior to removal.
2. The project shall include removal of the tree, the stump, and all debris; replacement of topsoil to level the site; and seeding of the disturbed area with grass seed.

**9 - YES, 0 - NO, 1 - ABSENT. MOTION CARRIED**

**PENDING BUSINESS** - None

**GENERAL DISCUSSION**

- How the EDA can be more creative with helping businesses with grants and ground signs.
- Mielke commented on the Planning Commission agenda.

**DIRECTOR COMMENTS**

- Will be sending out an email 2 weeks before next meeting to see about getting a commitment for attendance for the 11/16/21 meeting.
- 2<sup>nd</sup> reading of the ordinances to adopt the East and West DDA District plan will be held at the 10/27/21 Board of Trustees meeting.
- Updated agreement related to revenue sharing with the East DDA and the County and the Township will be on the 10/27/21 Board of Trustees agenda as well.

Next regular EDA meeting to be held on Tuesday, November 16, 2021.

Meeting adjourned by Chair Kequom at 5:23 p.m.

**APPROVED BY**

  
Chair Kequom

(Recorded by Amy Peak)