

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular – Electronic Board Meeting
Tuesday, April 20, 2021**

MINUTES

A regular – electronic meeting of the Charter Township of Union Economic Development Authority was held on April 20, 2021 at 4:30 p.m. as a virtual meeting through the Zoom meeting platform.

Meeting was called to order at 4:31 p.m.

ROLL CALL

Present: Kequom – Mt. Pleasant, MI, Union Township, Isabella County, Zalud – Mt. Pleasant, MI, Sweet – Union Township, Isabella County, State of Michigan, Bacon - Union Township, Isabella County, State of Michigan, Mielke - Union Township, Isabella County, State of Michigan, Coyne - Union Township, Isabella County, State of Michigan, Barz - Union Township, Isabella County, State of Michigan, Figg (late 4:34 p.m.) Union Township, Isabella County, Chowdhary (late 4:53 p.m.)

Excused:

Absent: Hunter

Others Present: Rodney Nanney – Community & Economic Development Director, Amy Peak – Building Services Clerk, Sherrie Teall – Finance Director, Elena Moeller-Younger – CIB Planning, Carmine Avantini – CIB Planning, Harmony Nowlin – Consumers Energy

APPROVAL OF AGENDA

MOTION by Coyne SUPPORTED by Mielke to APPROVE the agenda as presented. **MOTION CARRIED 7-0.**

APPROVAL OF MINUTES

MOTION by Mielke SUPPORTED by Figg to APPROVE minutes from the March 16, 2021 regular meeting as presented. **MOTION CARRIED 8-0.**

PRESENTATIONS - None

PUBLIC COMMENT – No public comment offered.

REPORTS

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

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

MOTION by Zalud SUPPORTED by Bacon to APPROVE the East DDA payables 3/17/21 – 4/20/21 in the amount of \$5,511.42 as presented. **MOTION CARRIED 8-0.**

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

MOTION by Zalud SUPPORTED by Coyne to APPROVE the West DDA payables 3/17/21 – 4/20/21 in the amount of \$3,141.50 as presented. **MOTION CARRIED 8-0.**

Finance Director Sherrie Teall reviewed financial reports.

Financial reports were RECEIVED AND FILED by Chair Kequom

NEW BUSINESS

- A. **RFBA: To consider approval of the Civil Engineering Services Proposal from Rowe Professional Services Company in the amount of \$71,600.00 for completion of topographic surveys, design engineering, easement negotiation, construction documents, bidding assistance, and construction engineering and administration services for new sidewalk construction along both sides of East Remus Road between Bradley Street and South Lincoln Road, and associated intersection improvements at South Lincoln Road; and to authorize the Township Manager to sign the agreement.**

Community and Economic Development Director – Rodney Nanney reviewed RFBA. Discussion held.

MOTION by Figg SUPPORTED by Chowdhary to approve the Civil Engineering Services Proposal from Rowe Professional Services Company in the amount of \$71,600.00 for completion of topographic surveys. Design engineering, easement negotiation, construction documents, bidding assistance, and construction engineering and administration services for new sidewalk construction along both sides of East Remus Road between Bradley Street and South Lincoln Road. And associated intersection improvements at South Lincoln Road; and to authorize the Township Manager to sign the agreement. 9 – YES, 0 – NO, 1 – ABSENT, MOTION CARRIED.

- B. Community and Economic Development Director – Rodney Nanney reviewed the Consumers Energy City Gate site and introduced Harmony Nowlin with Consumers Energy for brief presentation on a potential welcome signage at S. Summerton Rd and M – 20. Discussion held with interest expressed by multiple EDA Board members present for a formal proposal to consider potential signage at this location.

PENDING BUSINESS

- A. **East & West DDA Districts Development / Tax Increment Financing plans update:** Community and Economic Development Director – Rodney Nanney gave overview on potential expansion areas and invited Carmine Avantini with CIB Planning for discussion. Discussion held. General consensus by the EDA Board to move forward to put materials together for the proposed EDA district expansion areas for informal discussion with the County.
- B. Community and Economic Development Director gave quick overview of the results of the strengths, weaknesses, opportunities, and threats (SWOT) workshop session materials in the EDA Board packet as a recap from 3/16/21 meeting.

GENERAL DISCUSSION

- Election process to be held in May for appointment of EDA Board officers per the adopted bylaws.
- Township facilities as part of Miss Dig.
- Possible moving of some benches and streetlights when M-20 construction begins – to be coordinated with MDOT.
- Stonework restoration at underpass – determination made by the original contractor that no repairs are needed.

DIRECTOR COMMENTS

- MDOT M – 20 reconstruction updates.
- EDA Bylaws – Officer nominations / elections at next meeting.

Next EDA meeting to be held on May 18, 2021.
Meeting adjourned by Chair Kequom at 6:23p.m.

APPROVED BY


Chair Kequom

(Recorded by Amy Peak)