

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, February 17, 2015**

MINUTES

CALL TO ORDER

Board Chairman Kequom called to order the EDA Board Meeting at 5:16 pm.

ROLL CALL

Present: Hilliard, Chowdhary, Bacon, Perry, Alwood, Kequom , Elmore , Johnson

Excused: Zalud, Smith

Absent: Hunter

Others Present: Brian Smith, Twp Manager; Randy Robinson, EDA Project Manager;
Angela Schofield, Bldg Dept Clerk

APPROVAL OF MINUTES

MOTION by **Alwood** SUPPORTED by **Elmore** to approve minutes from January 20, 2015 meeting with correction to Roll Call: Perry, Excused. MOTION CARRIED 8-0.

APPROVAL OF AGENDA

MOTION by **Elmore** SUPPORTED by **Perry** to approve the agenda with the addition of Item D. Election of EDA Board Secretary, under Unfinished Business. MOTION CARRIED 8-0.

PUBLIC COMMENT – None

ACCOUNTS PAYABLE

East D.D.A. District Checks #248 – **3808-3813**

West D.D.A. District Checks #250 – **None**

West D.D.A. District Checks #396 (G.O) - **None**

West D.D.A. District Checks #398 (S.A) - **#181 - \$42,662.50**

Mr. Smith reviewed the accounts payable.

MOTION by **Johnson** with SUPPORT by **Alwood** to approve accounts payable as presented. MOTION CARRIED 8-0.

FINANCIAL STATEMENTS – JANUARY 2015

East D.D.A. District – Operating Fund #248

West D.D.A. District – Operating Fund #250

– Bond Debt Retirement Fund #396

– Special Assessment Fund #398

Mr. Smith reviewed the financial statements.

MOTION by **Perry** with SUPPORT by **Elmore** to receive and file the financial statements as presented. MOTION CARRIED 8-0.

UNFINISHED BUSINESS

A. Enterprise Park Project Update

Mr. Smith informed the Board that he would be attending a pre-bid meeting on the 18th for the drain portion of the project, and that the Road Commission was finalizing the utilities plan. He reminded the Board that Northway Drive is a private road and would not be a part of the project. Mr. Smith also stated he is seeking legal opinion on

contract signing responsibilities, and that contracts will hopefully be ready for review in March. Mr. Kequom asked that a copy of plans be available for review at the Township Hall when available.

B. General Projects Update

Mr. Robinson reviewed the mowing, planting and banner programs. He reviewed bids for mulch and recommended award to the lowest bidder, Alwood Nursery.

MOTION by **Perry** with SUPPORT by **Johnson** to authorize Mr. Robinson to procure cedar mulch from Alwood Nursery for an amount not to exceed \$5,000.

MOTION CARRIED 7-0-1, with Mr. Alwood abstaining from the vote.

C. Tree Removal Request

Mr. Robinson reviewed the request for tree removal received from the new owners of the Sisson Motors property. Mr. Robinson stated he would identify the trees in question, so board members could review the issue. He will also discuss with the new property owners and bring the issue back to the next meeting for action.

D. Election of EDA Board Secretary

The Board considered nominations for secretary, decided to table the action until all board members could be contacted to ask for volunteers, and outline the term and responsibilities for the position.

MOTION by **Perry** with SUPPORT by **Johnson** to table election of Board Secretary .
MOTION CARRIED 8-0.

Mr. Kequom requested Mr. Robinson look into the street light in front of Godwin's which isn't working properly.

OTHER BUSINESS

Next Scheduled Regular Meeting of EDA Board – **March 17, 2015**

Chairman Kequom adjourned meeting at 5:44 PM

APPROVED BY


Secretary

(Recorded by Angela Schofield)