

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

MINUTES

CALL TO ORDER

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

ROLL CALL

Present: Kequom, Perry, Chowdhary, Johnson, Smith, Bacon

Excused: Hunter, Elmore, Zalud

Absent: Figg

Vacant: Board of Trustee Appointment

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

APPROVAL OF AGENDA

MOTION by Johnson SUPPORTED by Chowdhary to approve the agenda as presented. MOTION CARRIED 6-0.

APPROVAL OF MINUTES

MOTION by Johnson SUPPORTED by Perry to approve minutes from the November 9, 2016 special meeting as presented.

MOTION CARRIED 6-0.

PUBLIC COMMENT – None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Discussion on accounts payable included: payment to Cully Contracting in the amount of \$71,261.40 for sewer re-lining, leaving 5% retainage for a punch list, project to be completed in approximately two weeks; the payment to Wilson Lawn Care in the amount of \$2,520.00 brings their account current.

ACTION ITEM: The Board requested pay certification/documentation for Cully Contracting before the retainage is released.

MOTION by Perry SUPPORTED by Chowdhary to approve the East EDA payables in the amount of \$82,727.32 as presented.

MOTION CARRIED 6-0.

The Board reviewed the financial statements. Manager Stuhldreher highlighted the East EDA State Aid revenue line item of \$70,565 as a result of the State making municipalities' whole for losses due to the change in State law regarding personal property taxes. The Township applied for and was granted these funds, they are not guaranteed and subject to future changes in State law/budgets.

The November Financial Reports were RECEIVED AND FILED by Chairman Kequom.

NEW BUSINESS

1. 2017 FESTIVAL OF BANNERS: APPROVAL TO PARTICIPATE

Discussion was held on the Festival of Banners program, previous participation and the request for 2017 participation (budgeted item).

MOTION by Chowdhary SUPPORTED by Bacon to approve participation in the 2017 Festival of Banners program at a cost of \$4,500. MOTION CARRIED 6-0.

2. APPROVAL OF FY 2017 MEETING SCHEDULE

MOTION by Perry SUPPORTED by Smith to approve the FY 2017 EDA Board Meeting schedule in accordance with the Open Meetings Act. MOTION CARRIED 6-0.

PENDING BUSINESS

- 1. BOARD APPOINTMENTS/TERMS – IN PROCESS, NO UPDATES**
- 3. PROJECT LIST REVIEW: EAST AND WEST EDA – IN PROCESS, NO UPDATES**

DISCUSSION

Mr. Chowdhary presented a potential project on Whiteville Rd. to the EDA Board. Discussion was held on whether or not the proposed project fell within the West DDA boundary.

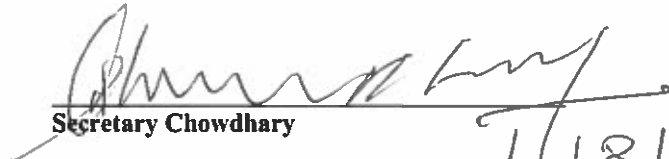
ACTION ITEM: Administration will verify West EDA boundary, and prepare a response letter for the January meeting based on findings.

Mr. Stuhldreher updated the Board on the following:

1. Board of Trustees approved the 2017 East and West DDA budgets
2. Met with vendor, Pleasant Thyme; developing a service contract which should be ready for January Board meeting.
3. Bid Process for services provided by Pleasant Thyme bid process will not occur for 2017 program year as time restraints make it impossible to complete in time for spring, 2017:

Meeting adjourned by Chairman Kequom at 5:47.

APPROVED BY


Secretary Chowdhary
1/18/17

(Recorded by Angela Schofield)