

Van Buren Charter Township  
Downtown Development Authority  
Tuesday, October 11, 2011

Chairman Dolph called the meeting to order at 5:34 p.m.

Roll Call: Members present-Chairman Dolph, Secretary Zoller, Director Bechtel, Director Bird, Director Blank, Director Laginess, Director Suliman and Supervisor White. Absent: Vice Chair Atchinson (excused), Director DeLibera (excused) and Director Richter (excused). Others in attendance: DDA Executive Director Ireland, Recording Secretary Stevenson, Engineers David Nummer and Matt Stacey, Public Safety Director Carl McClanahan, Fire Chief Darwin Loyer, Public Safety IT Coordinator Ken Dandy and an audience of one (1).

Agenda: Motion Blank, Support Suliman to approve the DDA agenda of Tuesday, October 11, 2011. Motion Carried.

Minutes: Motion Bechtel, Support Bird to approve the DDA minutes of Tuesday, August 30, 2011. Motion Carried.

**New Business:**

**1). Consider request to purchase and install 800 MHz Public Safety Radio System**

Public Safety Director McClanahan and Public Safety IT Coordinator gave a brief overview on the necessity of a purchase of an 800 MHz Public Safety Radio System. There was consensus that the DDA would like to play a role in the purchase; however there was some question about the legality of the entire purchase since a portion of this is not an actual "bricks and mortar" item. A conference call was held with Township Attorney Patrick McCauley.

Motion Laginess, Support Bechtel to postpone New Business Item #1 pending receipt of DDA legal counsel opinion on the legality of DDA expenditures for the purchase of a 800 MHz Public Safety Radio System.

Roll Call Vote:

**Yeas:** Chairperson Dolph, Secretary Zoller, Director Bechtel, Director Bird, Director Blank, Director Laginess, Director Suliman

**Nays:** Supervisor White

Motion Carried.

2). Consider approval of Request for Qualifications-DDA Attorney

The Directors discussed the recent email from Attorney Robert Schwarz and the need for an Attorney that specializes in DDA matters. An RFQ (Request for Qualifications) has been drafted and being offered. A two (2) person committee (Blank and Laginess) will review the proposals received with Executive Director Ireland with the anticipation that the DDA committee will have a recommendation for the November 22, 2011 meeting.

Motion Blank, Support Bechtel to approve the RFQ for DDA Attorney Services. Motion Carried.

Reports:

1). Belleville/Ecorse Rd. Intersection Progress Report

Wade-Trim Engineer David Nummer and Matt Stacey reviewed the August/September Monthly Progress report noting that the plans were 85-90% complete. The preliminary plans have been submitted to the County for approval, and their submission to the State. Since some federal funding is being utilized, Wayne County is the project applicant. It is further anticipated that the DDA will request approval of the Township Board as Wayne County will not enter into an agreement with the DDA even though they will be funding a majority of the project.

2). General Update from Executive Director

DDA Executive Director Ireland and the Directors discussed some basics of the newly created full time positions. Among those items discussed were sidewalks, budget, by-law review and revision if necessary along with Executive Director Activity reporting. DDA Directors would like a correspondence to Planning and Economic Development Director requesting that the DDA Executive Director be informed of any new construction or new businesses that locates in the DDA District.

Motion Laginess, Support Blank to adjourn the meeting at 7:39 p.m. Motion Carried.

Respectfully Submitted,

Linda M. Stevenson  
Recording Secretary