

**Van Buren Charter Township
Downtown Development Authority**

Tuesday, May 28, 2013

Chairperson Dolph called the meeting to order at 5:32 p.m.

ROLL CALL

Members Present: Chairperson Dolph, Secretary Zoller, Director Baskin, Director Bechtel, Director Laginess, Director Miller, Director Richter, and Supervisor Combs.

Members Absent: Director Atchinson, Director Bird and Director Blank (all excused).

Others in Attendance: DDA Executive Director Ireland, Recording Secretary LaMothe, and an audience of three.

APPROVAL OF AGENDA

Motion Laginess, support Combs to approve the agenda as presented. Motion Carried.

APPROVAL OF MINUTES

Motion Bechtel, support Combs to approve the DDA Minutes of Tuesday, April 23, 2013 as presented. Motion Carried.

REPORTS

1. Director's Report:

DDA Executive Director Ireland provided an update on the status of outstanding projects including: Belleville Road sidewalk along the east side of Belleville Road from Tyler Road north to 8701 Belleville Road, Banners-Old Glory has placed the order for 16 banner arms on 8 light poles, Communication Associates marketing information, Wayne County Zoo Millage, Belleville Road Curbs, Belleville Road Intersection, Belleville Road Traffic Signalization Project, Belleville/Ecorse Road Landscape, Belleville Road Fence between Harmony Lane and Sunrise, Emergency Sirens, Van Buren Township Hall Roof and Public Safety Day.

2. Aerotropolis: Interim Administrator Bryce Kelley presented a PowerPoint update re: Status of Aerotropolis/Vantage Port.

NEW BUSINESS

1. Motion Bechtel, Support Miller to approve funding to extend hard surface repair an additional 55 feet at Beck Road and South Ecorse Road Service Drive as part of the Belleville/Ecorse Road Intersection for an estimated cost of \$26,000. Motion Carried.

2. Motion Laginess, Support Bechtel to approve a re-designed [from previous advertisement] full page advertisement on the back front cover with Wayne County Connect in the amount of \$1,796 and approve a partnership with the Belleville DDA for a 1-1/2 page advertisement in the Metro Detroit ASource in an amount of \$950 with the cost to be expensed from printing and publishing. Motion Carried.

3. Motion Laginess, Support Baskin to approve the recommendation of Director Bird and provide a salary adjustment for the DDA Executive Director by increasing the annual salary by \$1,500 effective June 1, 2013; and in keeping with agreements made with Van Buren Township employees: provide a \$750 benefit on the first pay in January 2013 for the 2012 year (to be paid the first pay after the May 28, 2013 DDA Meeting), \$750 for the year

2013 to be paid the first pay in January 2014 and \$500 for the year 2014 to be paid the first pay in January 2015.
Motion Carried.

NON-AGENDA ITEMS

Chairperson Dolph shared an article regarding Ron Utterbeck CIO from GE Advanced Manufacturing Software Technology Center, Van Buren Township.

ADJOURNMENT

Motion Bechtel, Support Miller to adjourn the meeting at 6:40 p.m. Motion carried.

Respectfully Submitted,

Karin E. LaMothe
Recording Secretary