

**Van Buren Charter Township
Downtown Development Authority
Regular Meeting**

Tuesday, October 28, 2014 – 5:30 pm

Vice Chairperson Atchinson called the meeting to order at 5:31 p.m.

ROLL CALL

Members Present: Vice Chair Atchinson, Secretary Zoller, Director Baskin, Director Bird, Director Laginess, Director Richter and Supervisor Combs

Members Absent / Excused: Chairperson Dolph, Director Bechtel, Director Blank, Director Miller,

Others in Attendance: DDA Executive Director Ireland, Wade Trim Engineers Dave Nummer and Matt Stacey and an audience of two.

APPROVAL OF AGENDA

Motion Combs, support Laginess to approve the agenda as a corrected to reflect the September meeting minute date be September 23, 2014.

Motion carried.

APPROVAL OF MINUTES

Motion Laginess, support Bird to approve the corrected DDA Meeting Minutes of Tuesday, September 23, 2014 as presented.

Motion carried.

REPORTS:

Director's Report:

- Sidewalks along Belleville Road and I-94 North Service Drive: Township Supervisor Linda Combs was able to get a meeting with Wayne County Executive Ficano on September 26, 2014. We were able to come to an agreement with the Roads Division that they will allow a French drain at 8705 Belleville Road, and if it is determined that the drain did not work, the DDA will find an alternate solution. Wade Trim put a bid packet together and the bid opening was October 16, 2014. Engineer Nummer presented the results of the bid process noting that in all areas except two (2) line items the costs were 150% to 450% higher than the estimated cost. It was explained that contractors are very busy [exceeding their own expectations] and there is a shortage of concrete.

Motion Laginess, support Combs to have Wade Trim prepare and distribute bids in late January to construct sidewalks on parcels along the North I-94 Service Road [Quirk Road to Belleville Road, where needed] and the parcels along Belleville Road from Tyler Road to the north property line of Belleville Manor at 8701 Belleville Road. Motion carried.

- Status of the Belleville Road curbs outside of the project area: It is unlikely that Wayne County will allow the inclusion of the remainder of the additional Belleville Road curbs that were outside of the scope of the traffic signalization project; however, we will still make an inquiry as to whether they will approve including in this project.
- Belleville Road Traffic Signalization Project: Wade Trim is in the process of closing out the traffic signalization project with MDOT and Wayne County. Everything is done and accepted by Wayne County and MDOT from a construction standpoint. Engineer Stacey will be at the meeting to answer questions.
- Belleville/Ecorse Road Landscape: The Forestry Division of Wayne County has reviewed the landscape plans and has returned them to the Permitting Department. The Permitting Department has provided a verbal tentative approval of the landscape plan. We expect the letter shortly.

- DDA Employee: Resumes have been reviewed and initial contact made with potential candidates. Executive Director Ireland will be coordinating a meeting with the subcommittee to interview the final candidates.
- Belleville Road Rights-of-Way Acquisition: remains on the near future list of projects.
- Emergency Sirens: After approval at the August, 2014 meeting of the DDA, the Township was informed that the CDBG eligibility areas had changed in Van Buren Township. Lt. Bazy will be reviewing the siren locations in an effort propose the use of CDBG funding for the eligible area. It is still expected that the DDA will remain a participant in the project as approved at the August 2014 meeting.

Wade Trim Report:

Regional Detention Pond: Engineer Nummer discussed the plans and the pipe network for the pond. Wade Trim has been working to design a hydraulic profile to right-size the pond and is anxious to meet with Wayne County Road and Drain Departments in the near future to continue conversation regarding the project.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Motion Richter, support Baskin to reject the sidewalk bid from Lalaria Concrete Contracting and to re-bid the project (which will include sidewalks along the east side of Belleville Road from Tyler Road to the northerly boundary of 8701 Belleville Road and where needed from Quirk Road to Belleville Road along the northerly side of the I-94 Service Road) in late January for an April construction start. Motion carried.
2. Motion Bird, support Zoller to approve the purchase of holiday decorations for the monument located at Quirk and Belleville Roads from Bronner's Commercial Display as noted on the renderings dated October 27, 2014 for five (5) Victorian skating figurines and three (3) lighted trees in an amount of \$12,032 (shipping included), and increase line item 247-000-979-000 by \$5,000 from fund balance to make the purchase. Motion carried.
3. Director Bird reminded DDA members that she would continue to abstain from any and all motions that pertain to the proposed purchase of this real estate. Motion Laginess, support Zoller to approve the recommendation of the DDA General Counsel to broaden the language of a motion made on August 26, 2014 with regard to a real estate transaction to include reference to retaining professional consultants as part of the investigation process and to authorize the Executive Director to execute documents to retain those services. Yeas: Atchinson, Zoller, Baskin, Laginess, Richter and Combs. Nays: None. Abstain: Bird.

ADJOURNMENT:

Motion Combs, support Laginess to adjourn at 5:55 p.m.

Respectfully Submitted,

Karin LaMothe
Recording Secretary