

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

**Tuesday, September ~~24~~ 23, 2014 – 5:30 pm**

Chairperson Dolph called the meeting to order at 5:50 p.m.

**ROLL CALL**

**Members Present:** Chairperson Dolph, Vice Chair Atchinson, Secretary Zoller, Director Bird, Director Blank and Director Laginess

**Members Absent / Excused:** Director Baskin, Director Bechtel, Director Miller, Director Richter and Supervisor Combs

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

**APPROVAL OF AGENDA**

Motion Blank, support Atchinson to approve the agenda as presented.

Motion carried.

**APPROVAL OF MINUTES**

Motion Laginess, support Bird to approve the DDA Meeting Minutes of Tuesday, August 26, 2014 as presented.

Motion carried.

**REPORTS:**

**Director's Report:**

- Sidewalks along Belleville Road and I-94 North Service Drive: Lengthy discussion occurred regarding delays in Wayne County response to permit requests and inconsistent construction requirements.

Motion Laginess, support Atchinson to have Wade Trim prepare and distribute bids to construct sidewalks on parcels along the North I-94 Service Road [Quirk Road to Belleville Road, where needed] and the parcels under DDA ownership along Belleville Road from Tyler Road to Armstrong's Funland.

Motion carried.

- Status of the Belleville Road curbs outside of the project area: Because the traffic re-signalization project is partially funded with grant funds, Wayne County will not allow the additional work that falls outside the project to be included as part of the Belleville Road upgrades. Wayne County indicated that they would more likely include it in the permit for the sidewalks, but they did not commit to that.
- Belleville Road Traffic Signalization Project: In August, the remaining contract work took place, including signs, pavement markings and final concrete paving. The only outstanding items that remain include the power connection to the signal at the new Auto Zone and the installation of additional processors to control the video cameras at the freeway ramps.
- Belleville/Ecorse Road Landscape: Landscape plans have been submitted to Wayne County along with irrigation plans. The initial review of the plans was completed by the Engineering Department at the Permitting Office of Wayne County. Engineering has now forwarded the landscape plan to the Forestry Department.
- Winter Holiday Decorations: Old Glory Flags will happily accommodate the DDA's request to place additional decorations at the triangle for the holidays.
- Communication Associates: A gallery has been added to the DDA website.
- DDA Employee: Resumes are coming in, and the Executive Director will be discussing potential candidates with the sub-committee.
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- Belleville Road Rights-of-Way Acquisition: Wade Trim is and will continue to be working on a scope of service for this project, which is expected to be brought back for consideration in the near future.
- DuPont Imprelis® Claims Resolution: The DDA may be waiting several months for the \$715.30 insurance settlement from DuPont.
- Emergency Sirens: After approval at the August meeting, the Township was informed that the CDBG eligibility areas had changed in Van Buren Township. The project will still go forward, but Lt. Bazy will be reviewing siren locations to maximize the use of CDBG funding. 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. Next, Wade Trim will design a hydraulic profile to right-size the pond and will create a preliminary design report. A timeline for this project may be available for the DDA board by the October 2014 meeting.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**ADJOURNMENT:**

Motion Atchinson, support Bird to adjourn at 6:25 p.m.

Respectfully Submitted,



Karin LaMothe  
Recording Secretary