

**MEETING MINUTES (DRAFT)
KOCHVILLE TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
APRIL 20, 2012 – 8:30 AM (Township Board Room)**

Board Members Present: Lyle Davis, Jr. (Chairman), Vern Weber (Vice-Chairman), Dave Abbs (Treasurer), Jim Loiacano (Township Supervisor), Tom Basil, Jr.*, Jon Howell, Don Jackson, Dave Maine

Board Members Absent: Scott LaDouce

Others Present: Steve King (Director), Rob Eggers, Dan Hill, Deputy S. Fausnaugh, Deputy C. Wehner, Lieutenant R. Pfau

* *Mr. Basil arrived at 8:47am*

Proceedings

I. Opening of Meeting

Lyle Davis opened the meeting with the pledge of allegiance at 8:30 a.m.

II. Approval of Agenda

Mr. King requested to add “Helm Electric Invoice” to the agenda as item 7e.

- Moved by Maine, second by Howell, to approve the agenda as amended. MOTION CARRIED UNANIMOUSLY.

III. Public Comment

Dan Hill noted that the stage trailer to be shared by Saginaw Township and Kochville Township is nearly ready.

IV. Communications / Information

Mr. King provided copies of flyers mailed to Kochville businesses recently advertising two upcoming trainings: business emergency preparedness (April 25); and fundamentals of marketing (May 1).

V. Reports

a. Financials

Mr. King said that the DDA’s year-end financial report was not yet ready, since the DDA needs the settlement funds from Saginaw County related to delinquent property taxes to arrive in order to generate a final report. The final figures will be provided for the board as soon as possible.

b. Police Protection

Mr. Weber asked the DDA to keep Capt. Gutzweiler and his family in their prayers. Randy Pfau is newly appointed as lieutenant of the Sheriff’s Office and is the supervisor of the DDA deputies.

Lieutenant Pfau said a goal is to implement the community service program within the Kochville DDA district to help clean up the town with free labor. The DDA will work on this initiative with the Sheriff’s Office and Lt. Pfau.

VI. Consent Agenda

- a. Meeting Minutes of March 9, 2012
- b. Treasury Report / Payment of the Regular Bills
- c. Next DDA Meeting: Friday, May 18, 2012
- d. Board Member Absences (None reported prior to meeting)

- Moved by Loiacano, second by Abbs, to approve the Consent Agenda as presented. MOTION CARRIED UNANIMOUSLY.

VII. Projects and Updates

a. Pierce Road – Update

April 20, 2012

Mr. Eggers said 14 bids were in and tallied by the Road Commission for the Pierce Road reconstruction project. The low bid, which appears to be a qualified bidder, is Bilacic Trucking from Au Gres at \$1.331 million. The bids were quite close to one another, particularly the top five or six; At the total estimated final project cost based on the bid, the DDA's final cost would be approximately \$362,000, though it is preparing for \$390,000 to include contingencies.

* Mr. Basil arrived at 8:47am.

- Moved by Maine, second by Howell, to approve the Pierce Road reconstruction project low bid by Bilacic Trucking for \$1.331 million. MOTION CARRIED UNANIMOUSLY VIA ROLL CALL VOTE.
Yeas: Howell, Maine, Weber, Abbs, Jackson, Loiacano, Davis
Nays: None
Abstention: Basil

b. Bay/Tittabawassee Traffic Signal Poles

Mr. King noted that the DDA had paid for the contract (received by Kochville Township) to install mast arm traffic signal poles at the Bay/Tittabawassee intersection this summer, at a cost of \$60,100. The total project cost is estimated at more than \$210,000, with the majority of expense paid for by the Michigan Department of Transportation.

c. Kochville Walking Path – Update

Mr. Eggers said the walking path connection with Saginaw Township is now expected to be delayed until at least late this year, if not 2013, and to cost approximately \$100,000 additional after learning that part of the proposed path in Kochville needs to be relocated to accommodate potential future transmission line placement. MDOT has stated that some or most of the additional expense may be paid for with state enhancement funds; however, the Township will need to come up with a local match yet to be determined.

Mr. King noted that the DDA has built into its budget a “joint projects” line item for such projects of benefit to both Kochville Township and the DDA, in the amount of \$25,000.

- Moved by Maine, second by Weber, to approve up to \$25,000 funding commitment toward additional Kochville walking path extension expenses, to be split with Kochville Township, to be applied toward the DDA's joint projects budget. MOTION CARRIED UNANIMOUSLY VIA ROLL CALL VOTE.
Yeas: Howell, Maine, Weber, Abbs, Basil, Jackson, Loiacano, Davis
Nays: None

d. DDA Sculpture Displays

Mr. King noted that five out of six sculptures are now on display within the district, with the sixth to go up soon. Mr. Basil and Mr. Jackson helped select the sculptures out of nearly 180 choices.

e. Helm Electric Invoice

Mr. King said he received a request from Helm Electric to pay for an invoice received after the last change order request had been submitted to the DDA board for consideration. The invoice, for \$2,100 to Give ‘Em A Brake Safety, was related to additional signal and safety equipment related to delays for the Tittabawassee streetlighting project, which was initially expected to be completed in November but stretched into January. Helm Electric assured Mr. King this would be the final project-related expense request.

- Moved by Weber, second by Loiacano, to approve Helm Electric invoice 706640, dated January 19, 2012, in the amount of \$2,100. MOTION CARRIED UNANIMOUSLY VIA ROLL CALL VOTE.
Yeas: Howell, Maine, Weber, Abbs, Basil, Jackson, Loiacano, Davis
Nays: None

VIII. Business

a. Soccer Tournament Bus Service and Advertising

