

CHARTER TOWNSHIP OF FILER  
JOINT SPECIAL MEETING OF THE TOWNSHIP BOARD OF TRUSTEES,  
PLANNING COMMISSION AND DOWNTOWN DEVELOPMENT AUTHORITY  
2505 FILER CITY ROAD, MANISTEE, MI 49660  
BOARD OF TRUSTEES SPECIAL MEETING MINUTES  
FEBRUARY 24, 2022

Present: Dean Kruse, Dale Kolanowski, Shirley Ball, Terry Walker, Tom Stege, Brian Krus, Tom Chycinski

Absent: None

Also Present: Richard Wilson, Township Attorney, Larry Thompson, Township Zoning Administrator and Tamara Buswinka, DDA Director and members of the DDA and Planning Commission

Meeting was called to order by Supervisor Walker at 6:00 p.m.

Motion by Stege, seconded by Krus to approve the meeting agenda as presented. All in favor. M/C

Motion by Kruse, seconded by Krus to approve the consent agenda as presented. All in favor. M/C

New Business:

Motion by Chycinski, seconded by Stege to appoint the Township Clerk as Account Administrator Point of Contact for reporting and authorized representative for American Rescue Plan annual reporting. All in favor. M/C

A review of the presented Request for Developer Qualifications regarding the Hamlet Project was conducted by the Township Board, Planning Commission and Downtown Development Authority. Some members expressed confusion regarding as to whether this request was a request for quote or proposal. Other comments included:

1. Page 4 The township has not only a Phase I, but also a Phase II and a BEA for the 20-acre parcel it owns.
2. Page 4 There is no "pro forma" in the RFQ, so take out reference to it.
3. Page 5 Refer to the Manistee downtown as a "historically registered" downtown, not a "traditional" downtown.
4. Page 6 TES is "TES Filer City Station, LP"
5. Page 6 Fix date on the sign to read 1868 not 1808
6. Page 15 Incentive packages are limited to what a DDA can do by stature, and what is in its approved plan (Attorney is to review plan)
7. Page 16 Change response email address to filertownship@twphall.com.
8. Page 17 Add to evaluation criteria: Examples or similar projects worked on and a minimum of three references from municipal clients.

Public Comment: State Representative candidate Phil Morse introduced himself.

Motion by Kruse, seconded by Krus to adjourn the meeting. All in favor. M/C

Meeting adjourned at 7:20 p.m.

Submitted,

Shirley Ball  
Charter Township of Filer Clerk