

Filer Township DDA Regular Meeting Proposed Minutes

September 4, 2018 4:30pm

Filer Township Hall
2505 Filer City Road, Manistee, MI 49660
231-723-3138

| 2021 | Chair 2018 | Treasurer 2019 | Supervisor 11/20/20 | Member 2018 | Member 2021 | Member 2021 | Member 2021 | Member 2018 | Director |
|--------------------|-----------------------------------|--------------------------|------------------------|---|--------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------|
| Vacant Business | Robert Yates Property Owner | Patty Preuss Business | Terry Walker | Tom Chycinski Resident in district | Robert Henry Business | Al Frye Citizen At Large | Todd Newenhouse Business | Larry Bielski Property owner | Tamara Buswinka |

Call to Order/Pledge of Allegiance

The meeting was called to order by Chairperson Yates at 4:30 p.m.

Roll Call

Members Present: Yates, Frye, Preuss, Chycinski, Walker

Members Excused Absence: Bielski, Newenhouse, Henry

Members Unexcused Absence:

Others Present: Tamara Buswinka (Director), Tracy Helder (Event Coordinator)

Consideration of the Minutes

Frye moved, supported by Walker, to approve the August 8, 2018 special meeting minutes. Motion passed unanimously.

Treasurer's Report

Preuss presented the bills that are in need of payment. Two additional bills that are a part of the Treasurer's report include a payment of \$1400.00 to Tracy Helder and \$700.00 to the Bungalow for the Chamber After Hours event.

Chycinski moved, supported by Frye, to approve the Treasurer's Report and pay the bills as presented. Motion passed unanimously.

Chairman's Report

No report.

Supervisor's Report

Walker spoke about the need to make definitive decisions regarding the Christmas lights. The Board discussed their understanding of the Christmas light project; Frye recounted that the Board agreed to limit the number of light poles decorated keeping to between Merkey and Red Apply Roads but increasing the amount of decorations on the poles to two strands of lights and a LED light bow

fastened at the top of the strands. Yates would like further clarity on what the options are and what the costs are for the decorations. Walker will provide the information requested. The Board also agreed that they need to discuss and reach consensus on the location for installation of the lights.

Frey moved, supported by Preuss, to allow Walker a budget of \$2500.00 to make decisions to have Christmas lights placed on the light poles between Red Apple and Merkey Roads but the budget must support that the Christmas lights are double stranded with a LED bow. Motion passed unanimously.

Chycinski requested that Buswinka get quotes for 8 street light poles that reflect the character as depicted on the US31 Opportunity and Analysis Plan.

Walker informed the Board that as of the date of the meeting all users are connected to the wastewater collection system and all erosion issues will be taken care of as a result of the latest heavy rains. Of specific concern, a high amount of erosion occurred in front of the old Huntington Bank building. Walker indicated that stone will be placed in areas of particularly high risk of erosion areas. There will be approximately \$130,000.00 left in the sewer contingency fund after a bill of \$38,000.00 is paid which was incurred as a result of the extension required for Elmers to finish their work.

Yates remarked that mistakes made during construction by a contractor should not be the responsibility of the Township and therefore is not a bill that the Township should have to pay for; that financial responsibility for mistakes is that of the contractor who made the mistake. Yates pointed to the example of less than quality work done for the sewer project in front of Manistee Chevrolet.

Director's Report

Tracy Helder, Love Your Event, updated the Board on her work to organize a Filer event. Helder spoke about the idea of a Farmers Market to take place on Wednesdays, at the VFW Hall, that would run June through October, and begin at 4pm. Helder is developing a cost analysis of the idea and surveying farmers to determine if the event would have vendors.

Chycinski asked what the cost of the Farmers Market would be to the Township? Helder responded that the cost will be minimal and will cover advertising but the Market itself should be self-sustaining. Helder also spoke about having food trucks and music at the site. Helder confirmed that there will not be a 2018 event and that she is planning for a 2019 event. If the Township would like to continue discussions with Shipshewana Flea Market she could but finding a location is proving very difficult. Also, the go-cart racing is still an idea that Helder will look into with consideration of the Township owned property as a potential site for the race track. Helder does not know what the requirements are for the race track.

Buswinka reminded the Board that the Township Board will appoint members to the newly formed Develop Filer Ad Hoc Committee. This committee will meet as needed as developers are interested in property in the community.

Buswinka reminded the Board that they are hosting the September Chamber of Commerce After Hours event at the Bungalow on September 13 at 5:30pm.

Adjournment

Yates asked the Board members if they had any other comments. Chycinski spoke about his displeasure with the work Helder is doing to organize an event in 2018. Buswinka reminded the Board that they originally were looking at hosting an event in 2019 and she wasn't surprised that an event in 2018 isn't possible. Chycinski felt that Helder should not get paid until a product is produced. Frye and Preuss also expressed frustration with the way the event planning is proceeding.

Chycinski moved, supported by Frye, that they do not think Helder is doing a good job in organizing an event. Motion was tabled until the next meeting.

The Board discussed the motion; Buswinka pointed out that a good portion of the payment to Helder is being used to create a totally new and unique event for the community which takes time to do the research, talk to potential folks who would bring their event to Filer, and a lot of discussion with them as a Board to understand what events would work best in Filer. Another portion will be used the day of the event(s) as she will be totally responsible for the event rather than the Board having to be the volunteers to run and manage the event. Buswinka reminded the Board that when they directed her to look into what it would take to host an event they also conceded that there are not a lot of volunteers to whom they could ask to put the event on so hiring a professional (which is a trend in communities) to create, develop, and hold an event was the direction they wanted to take. Buswinka also pointed out that it takes time and effort to do the research and develop the concept of an event; that Filer has never had an event so there is no precedent, has no real usable indoor space for an event, and has limited choices for an outdoor event. While these are challenges, Buswinka recommended that the Board continue to pursue the idea of an event and that perhaps they just haven't landed on an idea that best suits Filer. Buswinka pointed out that many DDA's and communities host events because of the financial impact it has for the merchants of the community and it brings people into the community who wouldn't normally visit and they might see an opportunity to start a business or desire to live in the community as a result of attending the event. Buswinka has worked with Helder to develop a plan/schedule of payment that is linked to deliverables and will be presented at the next meeting.

Yates requested that the motion be tabled and that the Board meet at a Special Meeting to discuss the issue further.

Frye informed the Board that he will be unable to make the Oct. regularly scheduled meeting.

Walker moved, supported by Preuss, to adjourn the meeting at 5:45 p.m. Motion passed unanimously.

Next Scheduled Meeting Tuesday, October 2, 2018 at 4:30pm.

A meeting informational packet is available for public inspection at the Filer Township office, 2505 Filer City Road. The Filer Township DDA does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. The DDA Chairperson has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disability Act, and the rights provided thereunder, are available from the DDA.