

Charter Township of Filer DDA

Regular Meeting

Proposed Minutes

August 4, 2022
4:30pm

Filer Township Offices
2111 Nelson Street, Manistee, MI 49660
231-723-3138

Chair	Vice-Chair	Treasurer	Supervisor	Member	Member	Member	Member	Member	Director
Robert Yates	Tom Chycinski	Kathy Gutowski	Terry Walker	Patty Preuss	Al Frye	Mathew Johnson	Vacant	Vacant	Tamara Buswinka

Call to Order/Pledge of Allegiance

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

Roll Call

Members Present: Chycinski, Johnson, Yates, Walker, Gutowski

Members Excused Absence: Preuss, Frye

Members Unexcused Absence:

Others Present: Tamara Buswinka, DDA Director

Consent Agenda

Johnson moved, supported by Chycinski, to pay the consent agenda bills, which are:

- Richards & McDougall - \$650.00
- Olson, Bzdok - \$140.00
- Latitude 44 -\$46.80
- Richards & McDougall - \$100.00
- Twp of Filer - \$52.37
- Consumers Energy - \$44.83
- Latitude 44 - \$6250.00
- Web Matters - \$127.50
- Baird, Cotter & Bishop - \$2100.00

Motion passed unanimously.

Consideration of the Minutes

Chycinski moved, supported by Gutowski, to approve the June 7, 2022 minutes. Motion passed unanimously.

Treasurer's Report

Discussion about the Request for Proposals for a new bank for the DDA checking account is postponed until the next regularly scheduled meeting. Gutowski will do some additional research on the steps it will take to move the checking account to Filer Credit Union.

Yates moved, supported by Walker, to pay the Integrated Architecture bill of \$1,179.82 but requested that they submit an itemized accounting of the invoice. Motion passed unanimously.

Chycinski moved, supported by Walker, to approve the Treasurer's Report. Motion passed unanimously.

Gutowski informed the Board that she will not be seeking a re- appointment to the board. Buswinka will talk to other board members to see who might be willing to take on the Treasurer's role.

Chairman's Report

No Chairman's Report

Supervisor's Report

No Supervisor's Report.

Director's Report

Buswinka spoke about Frye's effort to work with the Manistee County Community Foundation and the Filer First finalist to bring a daycare and early childhood center to the community.

Filer received one applicant for the Hamlet RFQ. The board decided the following:

- Buswinka will call the developer to find out what dates work for their schedule to give a presentation to the governing boards of the Township.
- After the developer's presentation of their proposal, Buswinka will convene a committee made up of the chair of the Township Board, DDA, and Planning Commission plus one additional person that each chair selects to attend the meeting. The purpose of the meeting is to review the developer presentation and decide the next steps of the process.

The Board discussed the strong desire to quickly, but in a thorough manner, select a developer for the Hamlet project.

Board agreed to draft a sample letter that may be used by community members to send to MDOT to request improved walkability in the US31 corridor.

The DDA discussed membership recruitment and Buswinka will personally call all bank managers to ask if they would be interested in serving on the board.

Board Member Comments

Chycinski recommended that Buswinka contact a formally interested party in the DDA property on US31 to connect them to the RFQ developer to encourage a partnership.

Johnson congratulated the Board for all the work they have done to achieve the goal to encourage development within the DDA district.

Public Comment

None.

Adjournment

Gutowski moved, supported by Johnson, to adjourn the meeting at 5:35p.m. Motion passed unanimously.

Next regularly scheduled Board meeting is Tuesday, September 6, 2022 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