



THOMAS TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
8215 Shields Drive, Saginaw, MI 48609
July 27, 2010
8:00 a.m. Michigan Time

- 1. The Board Meeting was called to order at 8:00 a.m. by Chairperson Radewahn.
2. MEMBERS PRESENT: Radewahn, Doyle, Weise, Burns, Gray and Duclos.
ABSENT: Streeter, Ryder-Petre and Martin.
ALSO PRESENT: Dan Sika, Director of Community Development, Russ Taylor, Township Manager and Susan Coggin, Planning Assistant/Code Enforcement Officer.
3. The Pledge of Allegiance was recited.
4. Motion was made by Weise, seconded by Gray to approve the agenda as presented. Motion carried unanimously.

AGENDA
THOMAS TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY MEETING
8215 Shields Drive, Saginaw, MI 48609
8:00 AM, July 27, 2010

- 1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
A. Approve the minutes of the June 22, 2010 meeting.
6. Approval of Expenditures
7. Communications-Petitions-Citizen Comments
It is requested that you state your name and address for the record.
8. Public Hearing - None.
9. Unfinished Business
A. Approval of Consumers Energy Proposal to Estimate Cost to Bury Utility Lines On North Side of Gratiot Only.
B. Approval of Street Lighting Costs for Miller Court.
C. Final Approval - August, 2010 DDA Newsletter.
10. New Business - None.
11. Discussion
A. Letter from the Michigan Department of Transportation Regarding the Location of a "Welcome to Thomas Township" Sign.
12. Reports
A. Chairperson D. Board Members
B. Vice-Chairperson E. Staff
C. Secretary
13. Adjournment

5. Consent Agenda

- A. Motion by Weise, seconded by Gray to approve the minutes of June 22, 2010 as presented. Motion carried unanimously.

6. Approval of Expenditures – No new expenditures this month. Current balance sheet presented.

7. Communications-Petitions-Citizen Comments – None.

8. Public Hearing – None.

9. Unfinished Business

- A. Approval of Consumers Energy Proposal to Estimate Cost to Bury Utility Lines on North Side of Gratiot Only.

Mr. Taylor stated that Consumers Energy has completed several cost estimates for projects along Gratiot Road at no cost to the Township. Consumers Energy has stated that due to the time and staff needed to conduct a cost estimate for burying utility lines along the north side of Gratiot Road, a non-refundable engineering deposit of \$836.40 would be required. Mr. Taylor further stated that the engineering deposit would be credited to the construction cost of the project if implemented. Mr. Gray stated that unless we pay this engineering deposit, the DDA will not know if this proposed project would be feasible.

Motion by Gray, supported by Doyle to approve the Consumers Energy engineering deposit in the amount of \$836.50 to proceed with the engineering design of burying the utility lines along the north side of Gratiot Road. Motion carried unanimously.

- B. Approval of Street Lighting Costs for Miller Court.

Mr. Sika stated that at the June 22, 2010 Downtown Development Authority meeting, authorization was given on the type of street lighting for Miller Court. On June 23, 2010, we received a letter from Ms. Tari Dusek, Library Director, on behalf of the Thomas Township Library, supporting the Miller Court street lighting project. On June 17, 2010, the Library Board approved the purchase and installation of one (1) streetlight to be located north of the Miller Court driveway entrance for the approximate cost of \$4,500. Keep in mind that one of the nine (9) total streetlights that will be purchased will be stored to be used in the event of an accident and a pole needs to be replaced.

The final quotes received for this project were as follows:

1. Standard Electric Company – Eight (8) Streetlights	\$18,784.40
2. Leddy Electric – Electrical Work For Installation of Street Lights.	\$20,637.00
Total DDA Cost of Project:	\$39,421.40
Library Cost of Project (Purchase of One (1) Light):	\$ 4,500.00

Motion by Weise, supported by Gray to approve the purchase of eight (8) streetlights from Standard Electric Company in the amount of \$18,784.40 and to approve the electrical work for the installation of the streetlights by Leddy Electric in the amount of \$20,637.00 for a total project of \$39,421.40. The library will buy one (1) light and pole for \$4,500.00. Motion carried unanimously.

C. Final Approval – August, 2010 DDA Newsletter.

Susan Coggin presented the DDA members with a final draft of the first DDA newsletter. The DDA members reviewed the final draft and had no changes, corrections or deletions at this time. The newsletter will be sent to the printers and mailed the first or second week of August.

10. New Business – None.

11. Discussion

A. Letter from the Michigan Department of Transportation Regarding the Location of a “Welcome to Thomas Township” Sign.

Mr. Sika presented the DDA members with a letter from Mr. Robert Ranck of the Michigan Department of Transportation formally denying our request to place a “Welcome to Thomas Township” sign within the median on Gratiot near North Graham. Mr. Sika further stated that other options are being considered at this time including a sign and decorative fencing immediately east of the Wash World on the vacant parcel of land. The Township is currently in negotiations regarding this parcel of land.

Mr. Radewahn asked that staff continue to look for potential locations for informational signs along Gratiot.

12. Reports

A. Chairperson – None.

B. Vice-Chairperson – None.

C. Secretary – None.

D. Board Members – None.

E. Staff - 1. Mr. Taylor stated that an informational meeting regarding the Gratiot Road watermain project will be held on August 10, 2010 at 7:00 p.m. at the Public Safety Building. Letters inviting property owners affected by this project have been mailed. Mr. Taylor further stated that approximately two (2) weeks after the meeting, letters will be sent to the property owners asking for easements. 2. Mr. Taylor stated that the water tower property should be purchased within the next two months and bids for the project should be around September 1, 2010.

13. It was moved by Weise, supported by Burns to adjourn the meeting at 8:37 a.m. Motion carried unanimously.

David Duclos, Secretary