

**VILLAGE OF WEBBERVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
August 16, 2021**

The regular scheduled meeting of the Webberville Downtown Development Authority was called to order by Chairman Rockey at 5:31 p.m. on August 16, 2021 (no July 2021 meeting). Roll was called.

Present: Diana Baxter, Jordan Fuller, Jessica Kuch,
Mike Rumsey, Josh Rockey, Joe Warner

Absent: Brad Hitchcock, Lawrence "Skip" Horton.

Others Present:

Jaymee Hord	WDDA Recording Secretary
Alan Boyer	LSG Engineering & Surveying
John Gormley (via phone)	Gormley & Johnson Law
Dillon Rush	Ingham County EDC/MEDC

Village Clerk declared a quorum.

Approval of Agenda

Motion by Baxter, second by Fuller to approve the August 16, 2021 agenda as amended.

Ayes: Baxter, Fuller, Kuch, Rumsey, Warner, Rockey.

Absent: Hitchcock, Horton.

Motion carried.

Public Comment

No public comment.

Motion to open the Public Information meeting at 5:39 p.m. So moved by Rumsey, second by Kuch. Ayes all.

Motion by Kuch, second by Warner to close the Public Information Meeting at 5:40 p.m. Ayes all.

June 21, 2021 Minutes

Motion by Warner, second by Rumsey to approve the June 21, 2021 minutes as presented. (No July Meeting).

Ayes: Baxter, Fuller, Kuch, Rumsey, Warner, Rockey.

Absent: Hitchcock, Horton.

Motion carried.

June 21, 2021 Accounts Payable and Treasurer's Report

Jessica Kuch gives the Treasurer's report and accounts payables.

Jaymee Hord explains the WOLFE CO. Billboard billing issues. She will cc' Josh Rockey on information sent to Wolfe Co.

Motion by Baxter, second by Fuller to approve the Accounts payable and Treasurer's report as presented.

Ayes: Baxter, Fuller, Kuch, Rumsey, Warner, Rockey.

Absent: Hitchcock, Horton.

Motion carried

EDC Report

Dillon Rush gives the EDC report. The trees in Eaton Rapids are Locust trees. Sunrise grants are closed and are being reviewed – these were grants for “Mom & Pop” operations. Jaymee will cc' Dillon on any RRC emails – josh would like to be included in that as well. Site Readiness Program will have a 2021 project – once figured out Dillon will put in TECH Drive again. Josh asks about finding out where brownfields are. Jaymee will pull the Phase I from the W grand River lot next to the post office (204 W. Grand River). Alan will get Josh a name and number that he can talk to someone regarding Brownfields. LEAP has a small amount of money left from the EPA grant probably enough for a Phase I possibly a Phase II or at least a partial. Typically, these are a 10% match but LEAP can waive that- they have to go through SMA, PM or Triterra. Make sure if Josh fills out paperwork for these things that the Village gets copies of all of the papers (prefer originals to come here).

TECH Drive

Alan Boyer discusses the TECH Drive bids. Three permits – sanitary sewer is approved; water and soil erosion are pending. Alan discusses the bidders and the amounts of the bids. Discusses curb and gutter and seeing if the Village would possibly give a variance or waive that for this project – it may help with the soil erosion permit. Josh asked about a guardrail – Alan does not believe one is needed. MEDC does not do Business Park Certification anymore.

Motion by Warner, second by Kuch to have Alan Boyer move forward with the process on the TECH Drive project- will hold for one week.

Ayes: Baxter, Fuller, Kuch, Rumsey, Warner, Rockey.

Absent: Hitchcock, Horton.

Motion carried

Motion to have Alan Boyer do his due diligence with the bids and then have a discussion with Josh to give Alan permission to award the bid. So moved by Warner, second by Kuch.

Plan Amendment

The WDDA will have a special meeting on June 29, 2021 at 5:30 p.m. for the Resolution for the Plan Amendment.

Nays: Baxter, Fuller, Kuch, Rumsey, Warner, Rockey.

Absent: Hitchcock, Horton.
Motion denied.

Motion by Kuch, second by Baxter to set a special meeting for Monday, August 23, 2021 at 5:30 p.m. or as soon thereafter.

Ayes: Baxter, Fuller, Kuch, Rumsey, Warner, Rockey.

Absent: Hitchcock, Horton.

Motion carried

TECH Drive Project

Alan Boyer has a preliminary schedule for bid letting, opening and accepting. The WDDA can accept any or deny any bid. Alan Boyer is signing the drain permits and Shane Batdorff will sign the water and sewer permits on 6/22/2021.

Motion by Fuller, second by Baxter to submit the TECH Drive to bid, subject to DDA requirements; the WDDA can withdraw bids if the plan amendment is not approved by Council and Alan Boyer is approved to sign permits.

Ayes: Baxter, Fuller, Horton, Rumsey, Warner, Rockey.

Absent: Hitchcock, Kuch.

Motion carried.

Social District

The Social District was approved by the Village Council in July. Scott Gould is going to file the paperwork with the State. Will be from Elm Road to Clark Street. Only on grand River.

Social District Signs

WDDA will purchase signs once the State approves the paperwork. Jessica can contact Agnes after approval.

Grand and Summit Street – Downtown Parking Lot (204 W. Grand River)

Josh was thinking to possibly do a purchase agreement contingent on a Phase I assessment. Josh heard that he was asking \$30,000.00.

WDDA Mowing

Discussion on the mowing of the DDA property in the Business Park. Josh told Kris 30 acres, Jaymee told Steve 36 acres. Kuch asks if Josh talked to Steve again after initial quote. Josh said he called and did not get a response.

Motion by Baxter, second by Rumsey to hire KC to do a one-time brush hog at TECH Drive Phase II property not to exceed \$2625.00 as stated on quote. Rockey was going to abstain – but instead just discloses that Kris is a personal friend and that Josh does work for him.

Ayes: Baxter, Fuller, Rumsey, Warner, Rockey.

Nays: Kuch

Absent: Hitchcock, Horton.

Motion carried

Small Business Saturday

Jordan discusses this. Talks about getting businesses to give something for a gift basket – possibly – Try to get some of the downtown businesses that are closed to open for a few hours on this day. Jordan is going to check into this more. Jaymee will check with ALDI to see what they could do.

150th Year

Jordan discusses the possibilities – possibly holding off on a celebration until the statue is completed – Josh says like a large-scale class reunion – doing an event invite to the Alumni.

Josh is looking at September 26th for a possible Jeep Takeover event. If granted a social district.

Adjourn

Motion by Rumsey, second by Baxter to adjourn at 8:03 p.m.

Ayes: Baxter, Fuller, Kuch, Rumsey, Warner, Rockey.

Absent: Hitchcock, Horton.

Motion carried

Jaymee Hord, MiCPT, CPFIM

Village Clerk/Treasure

WDDA Recording Secretary