

DRAFT
VILLAGE OF WEBBERVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
December 20, 2021

The regular scheduled meeting of the Webberville Downtown Development Authority was called to order by Chairman Rockey at 5:40 p.m. on December 20, 2021. Roll was called.

Present: Diana Baxter, Jordan Fuller, Lawrence (Skip) Horton, Josh Rockey, Joe Warner.

Absent: Brad Hitchcock, Jessica Kuch, Mike Rumsey

Others Present:

Jaymee Hord	WDDA Recording Secretary
John Gormley (via phone)	Gormley & Johnson Law
Alan Boyer	LSG Engineers & Surveying

Village Clerk declared a quorum.

Approval of Agenda

Motion by Baxter, second by Fuller to approve the December 20, 2021 agenda as amended; adding LSG – Payables \$3,500.00.

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

Nays: - 0 -

Absent: Hitchcock, Kuch, Rumsey.

Motion carried.

Public Comment

None.

November 22, 2021 Minutes

Motion by Warner, second by Baxter to approve the November 22, 2021 meeting minutes as presented.

Ayes: All.

Nays: - 0 -

Absent: Hitchcock, Kuch, Rumsey.

Motion carried.

November 22, 2021 Accounts Payable and Treasurer's Report

Jaymee Hord gives the Treasurer's report and accounts payables.

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

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

Nays: - 0 -

Absent: Hitchcock, Kuch, Rumsey.

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Motion carried.

EDC Report

Emma will be here in December.

She sent an email with some information regarding a grant.

Josh is on the MEDC Search site and has been submitting DDA property to everything.

Discussion was held on the roads in and out of the Business Park. Talk on Elm Road and on Webberville Road.

2022/2023 Schedule

Motion by Fuller, second by Baxter to approve the 2022/2023 WDDA Schedule as presented.

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

Nays: - 0 -

Absent: Hitchcock, Kuch, Rumsey.

Motion carried.

Tech Drive Utility Extension Project Pay Request

Alan Boyer gives an update on the TECH Drive Utility Expansion Project. Sewer main is in. Water main is mostly in. Neither have been tested. Josh has the change order with what was taken out of the contract and a schedule revision due to the weather. The Drain Commission wanted the curb and gutter out which reduced some costs, but they also wanted some swails and items added which will ass some costs back in. The Contractor is supposed to get Alan some numbers. This change order also changes the substantial completion date. Josh will have to sign the 3 change orders. Alan Boyer and J Sebastian have already signed them – once signed one goes to the Village one to LSG and one to JSebastian. LSG will have another invoice for approximately 25, 000 – 35,000 for inspections and such at this project.

Motion by Warner, second by Baxter to approve the Change Order #01 12152021 payment request not to exceed \$266,248.71 2022/2023 WDDA Schedule as presented.

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

Nays: - 0 -

Absent: Hitchcock, Kuch, Rumsey.

Motion carried

Motion by Baxter, second by Fuller to approve the TECH Drive Utilities Extension Project Change Order #01 12152021, with the elimination of curb and gutters, the substantial completion date and a few miscellaneous items and for Josh Rockey to sign the Change Order.

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

Nays: - 0 -

Absent: Hitchcock, Kuch, Rumsey.

Motion carried

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204 W. Grand River

Tri Terra is going to recommend the Phase II

Motion by Baxter, second by Warner to approve up to \$16,000.00 for Josh Rockey to give the go ahead on the Phase II at 204 W. Grand River

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

Nays: - 0 -

Absent: Hitchcock, Kuch, Rumsey.

Motion carried.

Facade Improvement Application

Discussed this situation. Nick Pecaj was at the Council meeting on December 14, 2021 at that time he said he has paid his utility bills and tax bills. John Gormley will get Jaymee the Pamphlet that shows what is required when applying for this easement. The money is not given until the project is completed. Call Nick Pecaj and let him know when the next WDDA meeting is.

Bill Board

Motion by Baxter, second by Fuller to approve for Josh Rockey to sign the contract for the M52/ Grand River Billboard for another year at a rate of \$525 per month (at 13 months – every 4 weeks).

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

Nays: - 0 -

Absent: Hitchcock, Kuch, Rumsey.

Motion carried

Think about ideas for a Summer/Fall event along with participants, community member volunteers, etc.

NIESA

Josh discusses what he discussed at the NIESA meeting.

Adjourn

Motion by Warner second by Baxter to adjourn at 7:00 p.m.

Ayes: All.

Nays: - 0 -

Absent: Hitchcock, Kuch. Rumsey.

Motion carried.

Jaymee Hord, MiCPT, CPFIM
Village Clerk/Treasure
WDDA Recording Secretary