

DDA and Planning Commission Meeting Minutes
Byron Municipal Building
October 18, 2018

Meeting called to order at 6:02 pm by Chairperson Vandemark

Roll Call – Present: Bowers, Bailey, Miller, Vandemark, Prestonise & Dickinson. Absent – Murphy, Streeter, & Murphy-Alderman. Also present, audience members Ron Berecz & Janet Cole.

Agenda Approval: Bailey motioned to approve agenda for 10/18/2018 meeting. Seconded by Dickinson. Voice vote. All Ayes. No Nays. 3 absent. Motion passed.

Minutes Approval: Bowers motioned to approve 9/20/2018 regular meeting minutes. Seconded by Dickinson. Voice vote. All Ayes. No Nays. 3 absent. Motion passed.

Communications: None.

Financial Status: Miller reported current balance \$25,843.88 as of 10/31/2018 statement from Village accounting system. Miller mentioned that there doesn't appear to be any TIF deposits made to the account, though the Village Clerk had verbally told Miller that some funds had been received from the Township so far. Miller will check on the TIF funds. Dickinson motioned to approve Financial Report pending audit. Seconded by Bailey. Roll Call Vote. All Ayes. No Nays. 3 absent. Motion passed

Zoning Ordinance/Master Plan Update: Vandemark reported that Enos of Carlisle Wortman had provided the requested updates/revisions to the most recent draft of the Zoning Ordinance. There may still be a couple of minor changes once it has fully been reviewed by members of the Planning Commission. Vandemark had 3 printed copies made for easier review of which 1 will be provided to Village Council for their members to review. There are also still some questions that need to get answered pertaining to current zoning rules adopted by Council that are currently on the books, and whether those still will remain in force even if not referenced in the Zoning Ordinance that will be adopted. Miller will ask Gormley via email to get an answer to that.

Vandemark discussed that we need to get a Public Hearing scheduled to get the Zoning Ordinance approved before the end of year. The regular November DDA/PC meeting has a conflict with scheduling. Dickinson made motion to change the date of the November DDA/PC meeting to be Thursday 11/29 and to have the Public Hearing for the revised Zoning Ordinance on the same date. Bowers seconded. Voice vote. All Ayes. No Nays. 3 absent. Motion passed

SRTS Application Update: Vandemark indicated that the current application deadline for the SRTS application is 10/24. If not filed by 10/24, then a couple of items for the application will need to be re-done, such as parent surveys, since those are now 2 years old. Vandemark advised that the request to Burns Township board to assist with the engineering costs was approved and they voted to donate \$5,000 toward engineering if the grant is awarded to the Village of Byron. He also reported that the updated information was presented to Village Council. Council still has issues with the school property portion of the proposed project and that the school should contribute toward the engineering costs. A suggestion by the Village was for the DDA, Township, Council and School to split the engineering costs.

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Vandemark says that the superintendent has indicated that the school doesn't have the money for this type of cost. Vandemark recommended the removal of the Middle School property portion of the project, which would in turn decrease the cost of the project and engineering. He spoke to Enlow of Beckett&Raeder to be sure engineering costs would decrease. Most of the proposed improvements are at crosswalks on Saginaw St and Maple St which would also provide ADA ramps at each crosswalk. Also a bump out curb is proposed at the corner of Saginaw & Maple at the Masonic Hall corner and also a bump out at the Elementary School.

The Village Council would still need to approve to move forward with the project. Prestonise expressed concerns with why the school would want to drop out of the project at this point. The main concerns that the Village has had with the school property portion is the verbiage in a resolution that stated the Village would be responsible for the maintenance of the project, which would include the school portion. Prestonise said he spoke with a couple of school board members who said they knew nothing of the funding request, except that the project was talked about. He was wondering how the superintendent could say there wasn't any money for engineering if the school board hadn't been asked. Vandemark answered stating that he can't speak for the school. He then presented the new figures of the Village engineering costs. School portion had originally been \$11,880 and Village had been \$10,120. Vandemark checked with Shirley Riley, Burns Twp Treasurer to be sure the Township would still donate if the school portion of the improvements weren't part of the project, and she thought that they would.

Prestonise said he will ask the Village Clerk to see if a Special Meeting can be set for Tuesday 10/23 to discuss. He will advise of the meeting date once he can verify with the Clerk. Vandemark said he will check on the application deadline to see if it can be done and still make the deadline. He reiterated that engineering costs don't need to be paid unless the grant is awarded and the project gets started.

The board then discussed the amount that the DDA would be willing to contribute. Dickinson gave input that the DDA should commit to donating toward the engineering costs. There was other discussion by other members who agreed.

Dickinson motioned to pledge that the DDA donate \$1500 toward engineering costs of the project if the grant is awarded for SRTS. Bailey seconded. Roll Call vote. 5 Yays. 1 Nay from Prestonise. 3 absent. Motion passed.

Way finding Signs Update: Sign locations were discussed for the 2 signs. Council has already approved for the one at the Masonic Hall corner with the face of the sign facing to the South, and the other at the East corner. This location at the East corner has been discovered to be the incorrect location that was initially discussed. Instead the other should be at the opposite corner, with the face of the sign facing north. The new quote from Edwards sign is \$2,279, which includes installation. It would be more to install in asphalt. There was general discussion on installing and there Miss Dig would need to be contacted prior to installation. The official 2 locations are the NW corner of the intersection, in front of the old hotel and the SE corner at the corner at the Masonic Hall. White reflective lettering will be used and wood 4X4 posts with black vinyl sleeve to protect the wood are going to be used. There was some discussion about how "Community District Library" would need to be abbreviated and that their logo won't fit on the sign. The DDA budget will need to be amended slightly at year end, which will be taken care of at a later meeting.

2018 DDA Term Expirations: Both Miller and Dickinson's current terms are up Nov 2018. Bowers motioned to recommend to the Village that both Miller and Dickinson be re appointed for another 4 year term each. Bailey seconded. Voice vote. All Ayes. No Nays. 3 absent. Motion passed.

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Any Other Business: There was discussion about future breakfasts. Vandemark said he is still in contact with the EJR rep about trying to get Erik Jones to attend a breakfast in January, but no commitment yet. The DDA is signed up for a community breakfast for January 19, 2019 and another in September on the same date as the car show.


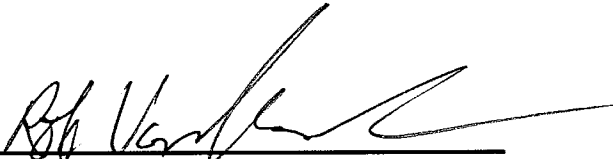
Public and Board Member Comments: Public – Janet Cole asked about why the sign had to say “Community District Library” and not just “Library”. Miller explained that per the CDL, the official title of the library is Community District Library. Cole also had questions about the Dollar General sign height, which is still in the hands of Bert Gale of AGS and the zoning ordinance.

Berecz asked about the SRTS application and wondered whose idea was it originally to start the process of applying for this grant and “why wasn’t the Village made aware of it originally?” Miller indicated to him that the Village was made aware of it from the beginning and Vandemark said he didn’t recall the exact process, but thought that it had been himself who originally recommended pursuing the SRTS grant. Berecz said he thought that it was misleading to let the school superintendent have her name on parts of the application as a representative of the Village. He indicated that it’s not fair that the Village is being ‘made to look bad’ that they weren’t involved. He indicated that it is the Village Council’s responsibility to use the taxpayer’s money wisely and have to be careful what they use it for. Dickinson responded to Berecz’ comments that Council President Prestonise is present at all DDA meetings. Miller also stated that both Prestonise and Council member Hugh Miller were present at early meetings about SRTS, and that the Village Council was part of the process all along.

Board comments – Prestonise stated that a meeting needs to take place with all parties for clearer communication. Prestonise indicated that he isn’t aware of a lot of information since he doesn’t have email and won’t ever have email. Dickinson suggested that the Village Clerk print communication via email and provide to the President. Vandemark suggested that the Council and DDA could meet and schedule it during a regular DDA meeting to discuss any concerns.

Miller had a get well card for Murphy, since she is having some health issues.

Meeting adjournment: Bowers moved to adjourn. Seconded by Bailey. Meeting adjourned at 7:20pm

	11-29-18	
Beverly Miller, Interim Recording Secretary	Date	Rob Vandemark, Chairperson