

**CHARTER TOWNSHIP OF COMMERCE  
DOWNTOWN DEVELOPMENT AUTHORITY  
Tuesday, September 16, 2008  
Commerce Township Hall  
2840 Fisher  
Commerce, MI 48390, 12:00 p.m.**

**CALL TO ORDER:** Chairperson Shimmin called the meeting to order at 12:30 p.m.

**Downtown Development Authority**

**Present:** E. Wynn Berry, DDA Director  
Robert Shimmin, Chairperson  
Daniel Lublin, Member  
Thomas Zoner, Member  
Randall Thomas, Member  
Sandra Motz, Member  
Frank Marotta, Member  
Herb Feinstein, Member  
James Gotts, Vice-Chairperson  
Paul Kirkwood, Member

**Quorum of DDA Members determined**

**Absent:** Doug Lanni, Member

**Also Present:** Susan Gross, DDA Treasurer  
Phillip Adkison, Township Attorney  
Deb Kirkwood, DDA Administrative Assistant  
Patricia Paruch, DDA Attorney  
Sandra Abrams, DDA Secretary

**MOTION** by Zoner, second by Thomas to approve the minutes of the August 19, 2008 regular Board meeting, and the September 4, 2008 special Board meeting, as presented.

**MOTION CARRIED UNANIMOUSLY**

**Item 1: Public Comments**

Comment by the public regarding the residue created by storm water runoff and the necessity for silt fencing.

**Item 2: Consent Agenda**

**A. Treasurer's Report for August 2008**

**B. Approval of Warrants**

**MOTION** by Zoner, second by Thomas to approve the Consent Agenda with additions to the warrants.

**MOTION CARRIED UNANIMOUSLY**

**Item 3: Director's Report**

**A. Proposal from JFNew for Invasive Species Treatment.**

**MOTION** by Zoner, second by Gotts, to approve a contract with JFNew for invasive species treatments at the Martin Parkway site in Commerce Township DDA project area in an amount not to exceed \$4,175.00. Work will be performed in 2008 (late summer for Phragmites and

Purple Loosestrife) and 2009 (mid to late spring for Reed Canary Grass, midsummer for Purple Loosestrife, and late summer for Phragmites and Purple Loosestrife).

**MOTION CARRIED UNANIMCOUSLY**

B. Proposal from Volt Electric Services, Inc.

**MOTION** by Zoner, second by Gotts, to approve proposal by Volt Electric Services, Inc. to move the electric service for the irrigation system by the Library in an amount not to exceed \$9950.00. (See proposal for exact detail of work to be performed)

**MOTION CARRIED UNANIMCOUSLY**

C. Discussion of Central Geo-Thermal Heating and Cooling System

Meeting has been set up with Giffels of Canada to discuss the feasibility of Geo Thermal heating and cooling in the DDA project area for residential and commercial customers; State support of Geo Thermal would be needed;

D. Update on Town Hall construction

Sheeting is on the roof and shingling to be completed soon. Work can then begin on the interior.

E. Update on Construction of Martin Parkway

The construction of Martin Parkway is on schedule, including the underground work. Cadillac Asphalt was the low bidder for paving and will start when the underground work is complete. The storm drainage system worked well after receiving 5.5-5.7 inches of rain even though the system is not quite finished.

F. Update on Interest in Commercial Center

Interest in Commercial portion of the project is good. The Board heard two proposals at a special meeting on September 4. Both proposals are similar. No decision has been made to date. A decision and recommendation will be forthcoming soon so hard negotiations can begin.

G. Settlement discussions with the Pinewood Industrial Association and the DDA are going smoothly. It is noted and agreed that the DDA will not have to remain a member of the Association once the project is complete and Martin Parkway is dedicated to the RCOC. In addition, the Association Board of Directors and By-Laws are now in place.

**Item 4: Attorney's Update: None**

**Item 5: Engineers Update: None**

**Item 6: Planning director's Update:** Planning Department is continuing to work on the Beaumont Brownfield Plan; there are 2 rezoning requests for October, and 1 new retail on Pontiac Trail; the Planning Commission signed off on the Sonic; the zoning ordinance will go before the Planning Commission in October.

**Item 7: Executive Session: None**

**Item 8: Other Matters: None**

**MOTION** by Zoner, supported by Motz to adjourn. **Motion carried.** Meeting adjourned at 1:10 p.m.

Sandra S. Abrams, MMC