

**MINUTES
SAGINAW AREA GIS AUTHORITY
EXECUTIVE COMMITTEE**

**April 13, 2005
(9:00 a.m.)**

**Lakefield Township Hall
21050 South Merrill Road
Merrill, Michigan 48637**

Members Present: Brian Kischnick, Chairman, Rob Grose, Vice-Chair; Jim Lehman, Treasurer; Russ Taylor, Secretary; Terry Crevia, Member; Jeff Klopocz, Member; Ken Bayne, Member; Larry King, Member.

Others Present: Dan Hoffman, GIS Authority; Bill Jeruski, GIS Authority.

1. Meeting was called to order by Chairman Kischnick at 9:00 a.m.
2. Roll Call was taken.
3. **Approval of Agenda:** Motion by K Bayne, supported by R. Grose, to approve the agenda as presented. **Motion Carried**
4. **Approval of Minutes:** Motion by K. Bayne, supported by R. Grose, to approve the minutes of March 9, 2005 with one change consisting of inserting Bill Jeruski in place of Jeff Klopocz under item #5. **Motion Carried.**
5. **Flood Insurance Rate Mapping:**
The Committee discussed the FEMA grant received by the County Public Works Department in conjunction with Spicer Engineering based upon the presentation given by Jim Koski at the last general meeting. The primary issue concerned if there would be a charge for the use of the aerial photography being done by SAGA. Currently, the charge for use of all the 1998 aerial photography/mapping is \$7,500. Given the additional cost of updating this information and making it more accurate, as well as inflationary costs, a charge of \$12,000 was thought to be more representative. Motion by R. Taylor, supported by R. Grose, to set a fee of \$12,000 to use all of the new aerial photography/mapping and to direct the Chairman to set up a special meeting with Jim Koski and Spicer to discuss this charge. **Motion Carried.**
6. **Accounts Payable and Budget Review:**
J. Lehman reported that the Authority has a cash balance of about \$140,000 and that the account has been set up at First State Bank with an interest earning rate of 2 ½%. There were no new bills to be paid.
It was also noted during this discussion that R. Grose and D. Hoffman will be making a presentation to the Village of St. Charles this evening on behalf of SAGA. D. Hoffman will be making a similar visit to Chesaning Township in May.

7. **SAGA Data Subscription For Non-Profits and the 911 Authority:**

There was a meeting with 911 representatives a couple of weeks ago to discuss how SAGA might be able to assist them. J. Klopocic noted that they are going to need a complete data conversion and that he sees three questions that will need to be answered consisting of: 1.) How much do we charge 911 to become a member?, 2.) What is the charge for converting the data? and 3.) Will there be an annual maintenance charge? This led to a great deal of discussion regarding the charge for non-profit groups, SVSU, Board of Realtors and others. In general, the Committee agreed that \$2,000 was the cost for non-profit organizations, 911 would have to be charged more for the conversion and continual maintenance work and that the Technical Committee should develop a schedule of charges for the various organizations that might be interested in GIS data. It was further recommended that J. Klopocic meet with the 911 representatives again to get a better idea of what they had in mind to bring back to the Executive Committee. No motions were made.

8. **Staff Report**

- a. **Website Update:** J. Klopocic reported that they are working well with the Master Appraiser and that they are very close to having all of members' data up and running. He also noted that the number of website hits continue to rise. The Apex sketches are ready and will be going on-line as soon as next week. He noted that writing the program for the sketches and getting them on the system took a significant amount of time and further suggested that the Committee consider reimbursing the City for this additional work at a proposed cost of \$2,000. Motion by L. King, supported by R. Grose, to pay the City of Saginaw \$2,000 for developing the program for integrating the Apex drawings into the GIS and all of the necessary data inputting. **Motion Carried.**
- b. **Arc View Training Update:** J. Klopocic stated that about twelve communities have now been trained to use the software. He brought up that it would probably be very helpful for everyone if an analyst could be available to make site visits to each community to assist with the hands-on use of the software on a regular basis. He indicated that he thought that for a cost of \$15,000 to the Authority he could hire an analyst to provide this kind of support. B. Kischnick directed R. Grose and J. Klopocic to revise the budget to reflect all of the changes since the last update, so that we could determine the viability of this idea.
- c. **Orthophotography Update:** D. Hoffman stated that the contractor has started flying over the County. He also asked for permission to purchase a \$500 hard drive for storing data that would save \$900 from the contract. Motion by L. King, supported by R. Grose, to approve the purchase of a \$500 hard drive as a cost saving measure. **Motion Carried.**
- d. **Planimetric Update:** D. Hoffman spoke with CMU and learned that we could hire students for \$15/hour and the director for \$30/hour to complete the planimetric work. It was agreed that we would wait to do this work until the aerials were closer to being completed.

9. Michigan Society of Planning Conference:

B. Kischnick just updated the Committee on the fact that both he and J. Klopocic were going to make a presentation on GIS at the annual MSP Conference in September.

10. Other Business

D. Hoffman wanted to make everyone aware that the County Treasurer had spoken with him with regard to the possibility of using GIS to help with the Land Bank that he was working on.

11. B. Kischnick adjourned the meeting at 10:37 a.m.

Next Regular Meeting – April 18, 2005 at 9:00 a.m. at MSU Extension Office.

Next Executive Meeting – May 11, 2005 at 9:00 a.m. at Saginaw Township Offices.

Prepared by: R. Taylor, Thomas Township