**MINUTES**

**SAGINAW AREA GIS AUTHORITY**

**GENERAL MEETING**

**September 16, 2019**

**(9:00am)**

**MSU EXTENSION**

**1 Tuscola Street**

**Saginaw, MI 48602**

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**Members Present**: Rob Grose, Chairman; Megan Weaver, Secretary; Jim Loiacano, Member; Rob Kehoe, Member; Annamarie Reno, Member; Bob Corrin, Member; Tom Mayan, Member; Mariah Kelly, Member; Bridget Smith, Member; Randy Pfau, Member; James Frelitz, Member; Larry Tibbits, Member; Amanda Carrigan, Member; Gail Basner, Member

**Others Present:** Dan Hoffman and Bill Jeruski, GIS Authority

**Meeting was called to order at 9:00am by Chairman Grose.**

**Roll Call:**

A quorum was present.

**Approval of Agenda:**

*Motion by Reno with support by Loiacano to accept agenda as presented.*

**Motion Carried.**

**Approval of Minutes from July 15, 2019:**

*Motion by Corrin with support by Loiacano to accept July 15, 2019 minutes as presented.*

**Motion Carried.**

**Accounts Payable and Review Budget:**

In absence of Moore, Grose reviewed the treasurer’s report and budget. As of August 31, 2019, the Money Market account stood at $1,955.34 and Business Checking Account at $3,683.69. Grose also reviewed the budget performance report.
*Motion by Reno with support by Kehoe to Accept the Accounts Payables and Budget Review as presented*.

**Motion Carried.**

**Staff Update:**

**Web Update:**

Hoffman reported that Saginaw County had a new website along with a new IP address. Assessors that update their information with SAGA via the FTP client will need to change the IP address that they are sending to: 64.186.53.48.

Hoffman stated that there was a new layer on the SAGA site showing which parcels would be affected if the Misteguay Creek Dam failed. Currently it is only viewable by the Saginaw County Emergency Management Department. Hoffman stated that the County Commissioner districts have been added on the site for the entire County as well and are viewable by everyone.

Hoffman informed the members that some items that were being considered to be added to the website were: delinquent taxes, building permits, online tax payments and municipal invoices such as long grass/weeds. He had met with Saginaw County Treasurer Tim Novak about the delinquent property taxes being posted from their database; however, Novak would like to meet with his staff first and would let Hoffman know if that was possible. Discussion followed about the other items such as building permits. It was consensus by the members that there was no need to add building permits.

**E-911:**

Hoffman reported that the issues along Meridian Rd. had been resolved. Also the police jurisdictions for Merrill and Jonesfield had been fixed. Pfau thanked Hoffman as it was an important fix.

**NRCS LiDAR Grant Update:**

Hoffman was happy to report that everything was approved for the NRCS
LiDAR Grant on the last day. SAGA should be receiving a check in the near future.

**State Data Agreements:**

 Hoffman presented two agreements between SAGA and the State of Michigan for the 2020 aerial imagery and LiDAR. The State will pay SAGA $23.56/sq. mile (~$19,200) and in turn, we will be a data partner with them.

 *Motion by Kehoe with support by Tibbits to approve the Michigan Statewide Authoritative Imagery and LiDAR Program (MiSAIL) Partner Agreement as well as the Intergovernmental Agreement for Data Exchange between Saginaw County and the Michigan Department of Technology, Management and Budget (DTMB) as presented.*
**Motion Carried.**

**2020 Census:**

Hoffman stated that in preparation for the 2020 Census, all new addresses need to be submitted to the Census Bureau. If members have not done so already, they may send the new addresses to Hoffman for follow-thru. Citizens will receive a postcard in the spring with a web address to complete the 2020 Census survey online. Those that don’t complete the survey online will receive a second postcard and then eventually census workers will go door-to-door with the survey. Much discussion followed on providing a place for residents without internet to go to complete the survey. Grose stated that Saginaw Township plans on informing their residents that they can fill out the survey online at their library. He encouraged the members to think about assisting residents so that everyone is counted.

 **Chesaning School District Request:**

Hoffman stated that the Chesaning School District had requested parcel data for bus routing. Discussion followed. It was consensus by the members to have the Executive Committee act on the request.

**Election of Officers:**

Chairman Rob Grose, Vice Chairman Russ Taylor, Treasurer Paul Moore and Secretary Megan Weaver.
*Motion by Tibbits with support by Loiacano to accept officer slate as proposed.*

 **Motion Carried.**

**Appoint Executive Committee:**

Chairman Rob Grose, Vice Chairman Russ Taylor, Treasurer Paul Moore, Secretary Megan Weaver, Member Mariah Kelly, Member Mike McGibney, Member Jim Loiacano, Member Marc McGill, Member Randy Pfau and Member Josh Brown.

*Motion by Tibbits with support by Reno to accept Executive Committee slate as proposed.*

**Motion Carried.**

**Appoint Legal Counsel, Accountant, Auditor and Insurer:**

Legal Counsel – David Meyer of Smith Bovill
Accountant – Tina Fisher of Roberts, Boehler & Fisher
Auditor – Ken Berthiaume of Berthiaume & Company

Insurance – Norm Bamberger of MyMember Insurance Agency
*Motion by Reno with support by Pfau to accept slate as proposed.***Motion Carried.**

**Adjournment:**

*Motion by Weaver with support by Frelitz to adjourn.*

**Motion carried.**

Meeting adjourned at 9:30am.

***Next General Meeting*** – 9:00am, January 27, 2020 at MSU Extension.

***Next Executive Meeting*** – 9:00am, November 4, 2019 at Saginaw Township.

*Minutes prepared by Megan Weaver*