**MINUTES**

**SAGINAW AREA GIS AUTHORITY**

**GENERAL MEETING**

**January 27, 2020**

**(9:00am)**

**SAGINAW COMMUNITY FOUNDATION**

**1 Tuscola Street**

**Saginaw, MI 48602**

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**Members Present**: Russ Taylor, Vice Chairman; Megan Weaver, Secretary; Randy Pfau, Member; Jim Loiacano, Member; Rob Kehoe, Member; Marc McGill, Member; Annamarie Reno, Member; Tom Mayan, Member; Mariah Kelly, Member; Steve Gradowski, Member; Bridget Smith, Member; Larry Tibbits, Member; Tim Hildner, Member; Amanda Carrigan, Member; Gail Basner, Member; Joshua Brown, Member; Mike McGibney, Member; Mary Bourbina, Member

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

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

**Roll Call:**

A quorum was present.

**Approval of Agenda:**

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

**Motion Carried.**

**Approval of Minutes from September 16, 2019:**

*Motion by Kehoe with support by Mayan to accept September 16, 2019 minutes as presented.*

**Motion Carried.**

**Accounts Payable and Review Budget:**

In absence of Moore, Taylor reviewed the treasurer’s report and budget. As of December 31, 2019, the Money Market account stood at $562,520.26 and Business Checking Account at $11,928.45. Taylor also reviewed the budget performance report.  
*Motion by Loiacano with support by Tibbits to Accept the Accounts Payables and Budget Review as presented*.  
**Motion Carried.**

**Presentation of the 2018-2019 Audit:**

Ken Berthiaume, Berthiaume & Company, presented the audit of the SAGA financial statements for the fiscal year ending September 30, 2019. He reported that there were no difficulties in preparing the audit and that the Authority received an unmodified opinion, which is the best opinion possible. Berthiaume reviewed the Authority’s net position of $319,482, as well as cash flows and capital assets detailed in the financial statements. There were no questions posed by the members.   
*Motion by McGill with support by Brown to accept the audited Financial Statements as of September 30, 2019.***Motion carried.**

**Approve Executive Committee Recommendation for Chair & Vice Chair:**

Due to the recent retirement of Chairman Rob Grose, the Executive Committee has recommended Russ Taylor as Chairman and Randy Pfau as Vice Chairman.

*Motion by Tibbits with support by Loiacano to appoint Russ Taylor as SAGA Chairman and Randy Pfau as SAGA Vice Chairman.***Motion Carried.**

**Resolution Acknowledging Rob Grose’s Years of Service:**

*Motion by Mayan with support by Loiacano to have Hoffman prepare a resolution recognizing Rob Grose for his years of service and leadership of SAGA.*   
**Motion Carried.**

**Staff Update:**

**Web Update:**

Jeruski informed the members that there was now an “occupancy search” option on the SAGA website; however, only for commercial and industrial properties. He gave the examples of searching for properties that have a restaurant or a manufacturing occupancy. Members agreed that it would be a useful tool.

Hoffman stated that they were in the process of adding a link to more up-to-date property tax information on the SAGA web parcel search. County Treasurer Novak has offered to provide his link to the BS&A Tax Software that is updated when property taxes are paid. This link will be located on the “General Property Details” above the Property Address at the top of the tab. It will also have a link for web users to pay their property taxes online via BS&A Software. This feature was still a work in progress currently.

Kehoe raised the question of the State’s mandate on reporting lead and copper piping and whether that should be a layer on the SAGA web search. Discussion followed. It was consensus that there were too many unknowns on the mandate and proper reporting to consider that search option to be open publicly.

Hoffman reported that the following layers had been added to the SAGA website: Future Land Use (only certain municipalities at this time), DPW layers for Spaulding, Thomas and Frankenmuth and Abandoned Coal Mines. He had also updated the Trails layer. Amalgam was still working on the City of Frankenmuth and Frankenmuth Township’s Public Works layers.

**2020 Aerial Photography Project:**

Hoffman presented the final draft of the contract for services with Kucera. He reminded the members that there was not a Request for Proposal sent out this time due to several other neighboring counties awarding their RFP to Kucera; and, in turn SAGA secured a proposed contract at an attractive price. Discussion followed.  
  
Hoffman stated that Dow was not contributing this year; however a State grant was obtained for $19,200. The entire county would be photographed at a 6inch resolution and some member municipalities opted for the 3inch resolution at an additional cost. It was consensus to have SAGA invoice those municipalities now for that additional expense.

The aerial photography fly-over is scheduled for late March/early April. The data will not be available until October/November 2020.   
*Motion by Loiacano with support by Hildner to approve the Contract Agreement with Kucera International Incorporated for the 2020 Aerial Photography Project in the amount of $98,064.***Motion Carried.**

**E-911:** Hoffman reported that he was now receiving all new address notifications

after a communication issue had been resolved. The GIS update to CAD had been completed on January 16. Also, the new mobile data had been sent for the MDTs (in-car computers).

**NRCS LiDAR Grant Update:**

Hoffman was happy to report that SAGA had received its share of the NRCS LiDar Grant in the amount of $51,345.

**Other Business:**

Hoffman informed the members that he was planning to have County-wide training on the SAGA website features. He would let them know of the timing as more details were confirmed.

**Adjournment:**

*Motion by Kehoe with support by Brown to adjourn.*

**Motion carried.**

Meeting adjourned at 9:38am.

***Next General Meeting*** – 9:00am, April 20, 2020 at Saginaw Community Foundation

***Next Executive Meeting*** – 9:00am, April 6, 2020 at Kochville VFW Hall

*Minutes prepared by Megan Weaver*