**MINUTES**

**SAGINAW AREA GIS AUTHORITY**

**EXECUTIVE MEETING**

**June 6, 2022**

**9:00am**

**Saginaw Charter Township**

**4980 Shattuck Rd.**

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**Members Present**: Russ Taylor, Chairman; David Johnson, Vice Chairman; Paul Moore, Treasurer; Megan Weaver, Secretary; Alan Malesky, Member; Marc McGill, Member; Rob Grose, Member; Justin Staley, Member

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

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

**Roll Call:** A quorum was present.

**Approval of Agenda:**

*Motion by McGill with support by Malesky to accept agenda as presented.* **Motion Carried.**

**Approval of Minutes from April 4, 2022:**

*Motion by McGill with support by Johnson to accept April 4, 2022 Minutes as presented.***Motion Carried.**

**Accounts Payable and Review Budget:**

Moore reviewed the treasurer’s report and budget. As of May 31, 2022, the Money Market account stood at $424,270.94 and Business Checking Account at $66,332.73. Moore also reviewed the budget performance report.  
*Motion by McGill with support by Weaver to Accept the Accounts Payables and Budget Review as presented*.

**Motion Carried.**

**Approve 2022-23 Budget and Per Parcel Rate:**

Much discussion was held on the proposed ten cent increase for the per parcel rate. The current rate of $1.65 per parcel has not changed in four years. Moore commented that an increase probably should’ve happened prior to now, and he noted that on the budget projection spreadsheet, he proposed $1.75 for 2022-2023 and then a five cent increase every year thereafter. More discussion followed.

*Motion by Moore with support by Johnson to approve the budget and set the per parcel rate at $1.75 for Fiscal Year 2022-2023.***Motion Carried.**

**Approve Transfer of Treasurer Duties:**

Moore announced that after 12 years as SAGA Treasurer, he needs to step down from the position as he is starting to prepare for retirement. Rob Grose had offered to take on the treasurer duties. Moore still plans on being a SAGA member. Members thanked Moore for his years of service.   
*Motion by Weaver with support by Malesky to recommend to the full SAGA membership the transfer of treasurer duties from Paul Moore to Rob Grose.***Motion Carried.**

**Staff Update:**

**Web Update:**

Jeruski informed the members that the retired PINs had been removed from the website. They are still accessible via the sales search option. He asked the members to take a look and let him know their thoughts.

Hoffman reported that there had been some layer updates completed on the website including zoning for Saginaw and Tittabawassee townships, political boundaries, trails for Tittabawassee and Kochville townships, and the utilities layer for Village of Oakley. Chesaning Township had requested to add their marijuana facilities (including license information) to the online map.

Hoffman stated that he had completed maps for Village of St. Charles’ zoning, master plan land use for Tittabawassee Township, State and U.S. Legislative maps, garage sale maps for Thomas and Tittabawassee, Covid mapping (once per week), Bridgeport Township cemetery, Village of Chesaning addresses, and City of Frankenmuth streets. Discussion followed.

**Stipend Renewal for Dan Hoffman:**

Taylor presented the proposed resolution adopting the stipend pay for Dan Hoffman, GIS Manager. It included an annual payment of $8,740 with an annual cost of living increase of 2% beginning January 1, 2023 through September 30, 2026. Discussion followed.   
*Motion by McGill with support by Moore to adopt the Saginaw Area GIS Authority Resolution Adopting Stipend Pay for GIS Manager Dan Hoffman as presented.*

*Roll call vote:*

*Johnson Yes*

*McGill Yes*

*Taylor Yes*

*Moore Yes*

*Grose Yes*

*Staley Yes*

*Weaver Yes*

**Motion Carried.**

**E911 Update:**

Hoffman stated that the CAD GIS update and the Mobile CAD update had been completed May 17. Saginaw County 911 had a new director, Chris Izworski.

**SAGA Credit Card:**

Hoffman suggested that a credit card be obtained for SAGA in order to pay for certain items more efficiently. He felt that a $10,000 limit would be sufficient. Discussion followed. It was consensus to look into getting a credit card and making a proposed policy for the July 18 general meeting agenda.

**Other Business:**

Johnson asked how new streets were handled. Jeruski responded that the Register of Deeds sends new street and subdivision information to him and Hoffman so they can be added to the Fetch map.

**Adjournment:**

Motion by Malesky with support by Moore to adjourn.

**Motion carried.**

Meeting adjourned at 9:31 a.m.

***Next General Meeting*** – 9:00am, July 18, 2022 at Saginaw Community Foundation

***Next Executive Meeting*** – 9:00am, August 1, 2022 at Thomas Township

*Minutes prepared by Megan Weaver*