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**MINUTES**

**SAGINAW AREA GIS AUTHORITY**

**GENERAL MEETING**

**January 23, 2023**

**(9:00am)**

**Saginaw Community Foundation**

**1 Tuscola Street, Second Floor Meeting Room**

**Saginaw, MI 48602**

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**Members Present**: Russ Taylor, Chairman; Rob Grose, Treasurer; Mariah Kelly, Member; Alan Malesky, Member; Chris Izworski, Member; Bridget Smith, Member; Tim Hildner, Member; Joe Ruthig, Member; John Schmidt, Member; Jim Gray, Member; Scott Crofoot, Member; Stanley Brown, Member; Robert Fowler, Member; Brandy Federspiel, Member; Justin Staley, Member; James, Totten, Member.

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

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

**Roll Call:**

A quorum was present.

**Approval of Agenda:**

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

**Motion Carried.**

**Approval of Minutes from September 26, 2022:**

*Motion by Schmidt with support to accept September 26, 2022 minutes as presented.*

**Motion Carried.**

**Accounts Payable and Budget Review:**

Grose the Treasurer’s Report. As of December 28, 2022, the SAGA Business Money Market Account stood at $275,036.59 and as of 09-23-2022 Business Checking Account at $336,473.14.

Grose reported that there was an outstanding invoice for Saginaw County. Hoffman said he had just received the invoice.

It was stated that all membership dues have been paid.

Taylor let the membership know that there will be an increase in the cost of the County health insurance carried on the behalf of Hoffman and Jeruski. It was reported by Taylor that an email will be sent to County Controller Robert Belleman for an itemized explanation of the increased cost. It was further stated that SAGA would investigate the best way to offer insurance to the staff.

*Motion by Schmidt with support by Malesky to accept the Accounts Payable and Budget Review as presented*.  
**Motion Carried.**

**2022 Financial Audit:**

Hoffman explained that Ken Berthiaume, of Berthiaume and Company, reviewed the annual SAGA Financial Audit for the fiscal year ending September 30, 2022 for the Executive Committee at the January 9, 2023 SAGA Executive Meeting.

Berthiaume’s report stated that the audit went smoothly and that there were no issues.

**Staff Update:**

**Web Update:**

Jeruski let the membership know that the FETCH Sales Search option now allows users to create a downloadable .CSV file of their search results. The .CSV can then be imported into an Excel spreadsheet for use.

It was also reported by Jeruski that tentative tax values would begin displaying on FETCH on March 1. This starting date is a change from years past when the display started on February 1. Going forward March 1 will be the start date of the display that will then run through May 1. In answer to a question Jersuki stated that approximately 2/3 of member assessors take advantage of the option to have temporary values displayed online.

Hoffman reported that new layers for Kochville Trail Heads and Trails, County Parcels, Updated Addresses, an Updated Road Commission Street Layer, as well as Richland, Tittabawassee and Saginaw Township Zoning have been added to FETCH.

Hoffman explained that new Web Maps have been made available on the SAGA portal which include:

**Outfalls of Major Saginaw County Rivers for Emergency Management** (EM) - This map request was made by Lt. Przybylski (Saginaw County Sheriff’s Office/Emergency Management Division) following a Fall 2022 chemical spill into the Tittabawassee River which originated at Dow Diamond in the City of Midland. This interactive map can be used in the event of an emergency to pinpoint the location of spills, as well as anticipate the likely flow of spills occurring in Saginaw County’s waterways.

**Saginaw Township Vacant Parcel Sales** – Continually being updated.

**New Digital Elevation Model (DEM)** – A new DEM of the County was created for the Saginaw County Public Works Department.

It was reported that the following map projects have recently been produced for the membership:

At the request of Lt. Przybylski (Saginaw County Sheriff’s Office/Emergency Management Division) over fifty maps were created for their Emergency Management (EM) Hazard Mitigation Plan. It was reported that in the past much of this work had been done by Saginaw County Planning. Since the elimination of Planning as a County department the work has fallen to EM as assisted by SAGA.

Bridgeport Flood Maps and Zoning, Kochville Streets, Future Land Use and Zoning, and Village of St. Charles Parks.

County Commissioner Maps by township were produced for each individual municipality showing district boundaries. This work was requested by County Clerk Vanessa Guerra. The product was delivered in .pdf format to facilitate hard copy production.

Thomas Township Street Project maps were produced showing roads, adjacent parcels, and parcel ownership data. These maps were requested by Thomas Township to assist with project planning.

Cemetery map work is ongoing. Owen Cemetery in Thomas Township is complete and has been sent to Amalgam for inclusion on FETCH. Richland Cemetery is currently being mapped by Hoffman in conjunction with Richland Township.

Hoffman stated that work was underway to include a drop-down search on FETCH to facilitate the addition of more than one cemetery.

City of Saginaw cemeteries are maintained by City of Saginaw GIS and are available on the City’s own website.

In answer to a question Hoffman replied that FETCH’s current cemetery plot occupant name search can only search one cemetery at a time. Per suggestion he said he would investigate adding a global search function which would allow an occupant name to be searched in every cemetery which SAGA has mapped all at the same time.

**E-911 Update:**Hoffman reported that he recently completed worked with Kent County IT to create a new map service for Saginaw County 911. Saginaw County 911 Director Izworski told the membership that the new service works great and is, in addition, more user friendly. The map service can now be placed in all emergency vehicles. He further explained that SAGA updates can now be automatically pushed to all vehicles. Izworski said that with the completion of the new map service all map labeling issues have been resolved.

**Other Business:**

Taylor asked members to contact their legislature and appeal to them to introduce and support legislation allowing government entities to utilize online posting for required public notifications. It was explained, to general agreement, that the cost and availability of print media for required public notifications was becoming prohibitive. The hope is that the Michigan Township Association (MTA) would be able to champion this change in notice publication. Taylor closed by asking for the help of the membership to gather support and get the word out on this important issue.

**Adjournment:**

*Motion and support to adjourn.*

**Motion carried.**

Meeting adjourned at 9:34am.

***Next General Meeting*** – 9:00am, April 17, 2023,

at Saginaw Community Foundation Building

1 Tuscola Street, Saginaw, MI 48602

***Next Executive Meeting*** – 9:00am, April 3, 2023

at Thomas Township Board Room

8215 Shields Drive, Saginaw, MI 48609

*Minutes prepared by Bill Jeruski*