

MINUTES
SAGINAW AREA GIS AUTHORITY
ANNUAL GENERAL MEETING
September 16, 2013
9:00 am
MSU Extension

Members Present: Rob Grose, Chairman; Russ Taylor, Vice Chairman/Secretary; Paul Moore, Treasurer; Johnathan Miller, Member; Dan Sherman, Member; Meagan Weaver, Member; Jim Loiacano, Member; Tom Luck, Member; Bob Corrin, Member; Lisa Hitchcock, Member; Charlie Graham, Member; James Frelitz, Member; Rene Herhold, Member; Jim Totten, Member; Mark Seamon, Member; Roland Niedestadt, Member; Gail Basner, Member.

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

Meeting called to order at 9:10am by Chairman Grose.

Roll Call:

Roll was taken by Vice Chairman Taylor. A quorum was present.

Approval of Agenda:

Motion by Niederstadt with support by Taylor to approve the Agenda.

Motion Carried.

Approval of Minutes from July 15, 2013:

Motion by Moore with support by Frelitz to accept the July 15, 2013 Minutes as presented.

Motion Carried.

Accounts Payable and Review of Budget:

Moore reported that as of the end of August SAGA's Money Market account stood at \$163,994.03 and checking at \$1,074.96.

Performance to budget as of August 31, 2013; revenues are just shy of budgeted, expenses are lower.

Motion by Taylor with support by Weaver to accept Budget Report as stated.

Motion Carried.

Staff Report:

Web Update: Sherman report work on the new SAGA website is progressing nicely. He stated the contract with SAGA has now been worked out.

The October 1 deadline for completion will be delayed several weeks due to software upgrades at the City.

Sherman told the membership that a beta link to the new web would be made available in the next few weeks and he asked that everyone take a look and offer any suggestions they may have.

It was also reported that updated tax information was now available on SAGAGIS with only minor problems. A fix is in the works and it was hoped all glitches would be resolved shortly.

Finally, Sherman reported that name searches on SAGAGIS were now working off of county Equalizer data and no longer the assessor databases. The data is now updating daily.

E-911: Hoffman said he has been working with E-911 to improve their road centerlines and address ranges. He said this work was made possible by two State of Michigan grants.

Water Projects: Hoffman stated that work was ongoing with James and Tittabawassee Townships and that he was currently awaiting delivery of data from Swan Creek to being work on that project. Jeruski stated that he was in the final phase of the Saginaw Township water distribution project.

Weaver stated that Carrollton Township was interested in having their water system mapped.

Blumfield Township Fire Insurance Map: Hoffman told the membership that he has recently completed a fire insurance map covering Blumfield and Frankenmuth Townships. This is a five mile distance map built on road distance (not radius) from the various township fire stations and shows the gaps and overlaps of the various departments. This is not a district map. Hoffman said that if any other municipalities would like similar maps of their fire stations to let him know. It was stated the maps would be produced at no charge to members.

Discuss SAGA/County Contract and Possible Change of Employment to Saginaw Township for Hoffman and Jeruski:

Grose stated that the current SAGA contract with the County has been extended for three months. He said the Executive Committee has been investigating the feasibility of moving Hoffman and Jeruski's employment

status from the County to Saginaw Township or possibly Thomas Township. This move would be in response to increases in the amount Saginaw County is charging SAGA for Hoffman and Jeruski's employment due to changes in the way the County allocates funding for its retiree healthcare fund. The County is budgeted to charge SAGA an additional \$20,000 + in the 2014 budget.

Grose reported that after investigation, the best option would be to move Hoffman and Jeruski's employment over to Saginaw Township. The move would save SAGA \$25,000 +/- not even including the pending \$20,000 increase planned by County budget restructuring.

Grose said the only sticking point in the migration of Hoffman and Jeruski's payroll to the Saginaw Township budget was the fact that Saginaw Township was self insured. Grose said he was confident this would not be a hindrance in the end.

Grose stated that after this financial transition Hoffman would remain in his office at the City of Saginaw and Jeruski would remain in his office in the Saginaw County Governmental Center. He said nothing would change aside for the banking aspects of their employment.

The main draw back to the proposed shift would be the loss of Jeruski's retiree healthcare which the County offers but Saginaw Township does not. Hoffman is not affected as he took a County healthcare buy out three years ago.

SAGA /City Contract for Web Development and In-Kind Services:

The Executive Committee has been preparing the professional services agreement and it was reported that the new contract would be for three years. Under the new contract expenses to SAGA are significantly reduced. Previously SAGA was paying the City \$45,000 annually, whereas under the new agreement SAGA would be paying \$19,864 for the first year of the contract and then annually \$9,600.

Grose and Taylor both complimented Sherman and Klopocic for doing a great job on getting this new agreement to the table.

Hoffman added that SAGA attorney, David Meyer has added an indemnification clause to the new agreement holding neither the City nor SAGA liable for the GIS data they produce. This clause is located in Article 7 of the new contract

Motion by Graham with support by Totten to Approve the Contract with the City of Saginaw for Web Development and Maintenance and In-Kind Services for the Next Three Years.

Motion Carried.

Discuss Work and SAGA Membership for the Saginaw 911 Authority:

Grose stated that 30% of Hoffman's work time is being spent on projects for the 911 Authority.

The Saginaw 911 Authority currently pays a \$3,000 Non-Profit Membership fee to SAGA.

Grose told the membership that leadership at the 911 Authority realizes they need to pay a higher fee. The membership was told that the Executive Committee is recommending that 911 pay a fee commensurate with the Saginaw County Road Commission, that fee being \$48,000 annually.

Taylor said that once this new fee was in place SAGA would investigate bringing on an intern to help with the increased workload created by 911.

The additional fee to 911 would bring them on as a full SAGA Member and they would also be extended an invitation to join the Executive Committee.

Grose stated that he is a member of the 911 Finance Committee and that McIntyre is receptive to an increase.

Motion by Niederstadt with support To Recommend 911 Become a Full Member of SAGA at an Annual Fee of \$48,000 and that as a Result they be Invited to Join the Executive Committee.

Motion carried.

Elect Officers:

Chairman, Rob Grose; Vice Chairman/Secretary, Russ Taylor; Treasurer, Paul Moore.

Motion by Niederstadt with support To Ask for Unanimous Acceptance of Ballot.

Motion Carried.

Appoint Executive Committee:

Chairman, Rob Grose; Vice Chairman, Russ Taylor; Treasurer, Paul Moore; Secretary, Megan Weaver; Member, Tom Luck; Member, Johnathan Miller; Member, Dan Sherman; Member, Jim Loiacano; Member, Marc McGill.

Motion with support To Appoint Nominees as Presented.

Motion Carried.

Appoint Legal Counsel, Accountant, Insurer & Auditor:

Legal Counsel, David Meyer of Smith Bovill
Accountant, Tina Fisher of Roberts Boehler & Fisher
Auditor, Ken Berthiame of Berthiame & Company
Insurance, Norm Bamberger of Bamberger Insurance

Motion by Moore with support by Loiacano To Accept Nominees as Presented.

Motion Carried.

Other Business:

Hoffman reported that he has just completed updating the Regional Bike Trail Map for EMCOG/MDOT. He said SAGA would be receiving \$4,000 for this work.

Taylor stated that the Thomas Township Trail was now open and invited all to make use of it.

Adjournment:

Motion by Niederstadt with support by Totten to Adjourn the Annual Meeting at 9:50am.

Motion carried.

2014 General Meetings 9:00am, January 27, 2014 at MSU Extension.
 9:00am, April 21, 2014 at MSU Extension.
 9:00am, July 21, 2014 at MSU Extension.
 9:00am, September 15, 2014 at MSU Extension.

Next Executive Meeting – 9:00am, December 2, 2013 at Saginaw Charter Township.

Minutes prepared by Bill Jeruski