



**Superior Trade Zone
Meeting Agenda
December 15, 2017, 9:00 a.m.**

*Bark River Township
Chocolay Township
City of Escanaba
City of Gladstone
City of Marquette
Delta County
Ewing Township*

*Ford River Township
Forsyth Township
Garden Township
Humboldt Township
Ishpeming Township
Maple Ridge Township
Masonville Township*

*Marquette County
Nahma Township
Negaunee Township
Richmond Township
Wells Township*

**Maple Ridge Township Hall - 3892 W Maple Ridge 37th Road, Rock, MI 49880
December 15, 2017 at 9:00 a.m.**

MEETING CALL-IN NUMBER: (906) 225-8282 – PIN: 8153#

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLIGIANCE

APPROVAL/CORRECTION(S) TO MINUTES - Regular Meeting – October 17, 2017

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

UNFINISHED BUSINESS

PUBLIC HEARING(S) – None

NEW BUSINESS

- 1. Update – Defense Manufacturing Assistance Program- Stephanie Zadroga-Langlois, NMU Office of Continuing Education and Workforce Development**
- 2. Update – Upper Peninsula Power Company- Brett French, Vice-President of Business Development and Communications**
- 3. Discussion – Organization Meeting Frequency and Methodology**
 - a. Survey Results**
- 4. Discussion – Subcommittee Structure**
- 5. Recommendation- Accept Bark River Township withdrawal from Superior Trade Zone**
- 6. Discussion- Budget**
- 7. Update/Discussion- STZ Marketing Strategy- Michael Stumpf, Place Dynamics**

MEMBER ANNOUNCEMENTS AND UPDATES

GENERAL PUBLIC COMMENT

AUTHORITY/STAFF COMMENT AND ANNOUNCEMENTS

ADJOURNMENT

The Superior Trade Zone Next Michigan Development Corporation will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with

disabilities at the meeting/hearing upon a five (5) day notice to the authority. Individuals with disabilities requiring auxiliary aids or services should contact the authority by writing or calling Mr. Scott Erbisich at (906) 225-8151 or Mr. Patrick Jordan at (906) 786-9402.

Respectfully Submitted,

Scott Erbisich, Chairman
Superior Trade Zone Next Michigan Development Corporation



**SUPERIOR TRADE ZONE
REGULAR MEETING
Tuesday, October 17, 2017 at 9:00 a.m.**

A meeting of the Superior Trade Zone was held on Tuesday, October 17, 2017, at 9:00 a.m. at the Maple Ridge Township Hall. 3892 W Maple Ridge 37th Road, Rock, MI 49880.

PRESENT: (If box is checked, it indicates a representative from that location was present)

- | | | |
|---|--|---|
| <input type="checkbox"/> Bark River Township | <input checked="" type="checkbox"/> Ewing Township | <input type="checkbox"/> Masonville Township |
| <input type="checkbox"/> Chocolay Township | <input checked="" type="checkbox"/> Ford River Township | <input checked="" type="checkbox"/> Marquette County |
| <input checked="" type="checkbox"/> City of Escanaba | <input checked="" type="checkbox"/> Forsyth Township | <input type="checkbox"/> Nahma Township |
| <input checked="" type="checkbox"/> City of Gladstone | <input type="checkbox"/> Garden Township | <input checked="" type="checkbox"/> Negaunee Township |
| <input checked="" type="checkbox"/> City of Marquette | <input type="checkbox"/> Humboldt Township | <input type="checkbox"/> Richmond Township |
| <input checked="" type="checkbox"/> Delta County | <input checked="" type="checkbox"/> Ishpeming Township | <input type="checkbox"/> Wells Township (Mqt) |
| <input type="checkbox"/> Ely Township | <input checked="" type="checkbox"/> Maple Ridge Township | |

Marquette County Administrator Scott Erbisch, City of Escanaba City Manager Patrick Jordan, City of Gladstone City Manager Darcy Long, City of Marquette CFO Gary Simpson, Delta County Economic Development Director Vicki Schwab, Ewing Township Supervisor Thomas Linjala, Ishpeming Township Supervisor James Nankervis, Ford River Township Gary Boudreau, Forsyth Township Supervisor Joe Boogren, Maple Ridge Township Supervisor Judy Trudell, and Negaunee Township Supervisor Bill Carlson,

ALSO PRESENT: City of Escanaba Executive Assistant Lisa Glish, and LSCP/Marquette County Economic Development Amy Clickner

ABSENT: Bark River Township Supervisor Gregg Johnson, Chocolay Township Dale Throenle, Delta County Administrator Ryan Bergman, Ely Township Supervisor Brian Johnson, Garden Township Supervisor Ray Young, Humboldt Township Supervisor Thomas Prophet, Masonville Township Supervisor Peter Brock, Nahma Township Supervisor Warren Groleau, Richmond Township Bill Leutzo, and Wells Township Supervisor Robert Therrian or Steve Mileski.

Scott Erbisch called the meeting to order at 9:10 a.m.

ROLL CALL

Scott Erbisch conducted roll call.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

APPROVAL/CORRECTION(S) TO MINUTES:

A motion was made by Joe Boogren, seconded by Jim Nankervis, to approve the meeting minutes from May 16, 2017 as submitted. Ayes were unanimous.

A motion was made by Jim Nankervis, seconded by Patrick Jordan, to approve the meeting minutes from June 20, 2017 and August 22, 2017 as submitted. Ayes were unanimous.

APPROVAL/ADJUSTMENTS TO THE AGENDA

A motion was made by Bill Carlson, seconded by Jim Nankervis, to approve the meeting agenda for October 17, 2017 as submitted. Ayes were unanimous.

CONFLICT OF INTEREST DECLARATION

None.

UNFINISHED BUSINESS

None.

PUBLIC HEARINGS

None.

NEW BUSINESS

1. Recommendation – Administrative Services Agreement for the Superior Trade Zone.

Scott Erbisich stated that two (2) proposals were received pertaining to the Administration Services RFP, the companies that sent in proposals were CUPPAD (at \$63,000) and Lake Superior Community Partnership (LSPC) (at \$9,000). He went onto state that due to the dramatic price difference of the two proposals it was decided to award the project to LSPC.

A motion was made by Jim Nankervis, seconded by Gary Boudreau, to approve the Administrative Services Agreement with Lake Superior Community Partnership. Ayes were unanimous.

2. Recommendation – Approve Final Version of Superior Trade Zone By-Laws.

Scott Erbisich stated that this recommendation to approve is due to when the Superior Trade Zone was created, the by-laws were never officially approved.

A motion was made by Bill Carlson, Seconded by Vicki Schwab, to approve the Superior Trade Zone By-Laws as presented. Ayes were unanimous.

3. Recommendation – 2nd Amendment to Interlocal Agreement.

Scott Erbisich stated that the reason for the 2nd Amendment to the Interlocal Agreement was written due to the lack of attendance that has been occurring in the past. He went onto explain that there are a handful of townships that have only been to just a few meetings out of the 14 that have been held, due to their lack of attendance the STZ has had to hold informational meetings only due to lack of quorum. He then explained this Amendment will allow the removal of a “party” if the party fails to participate in 75% of the meetings in a 12 month period they may be removed as a corporation member with a majority vote. He went onto mention that before they would be removed they would be sent a letter advising them of the upcoming actions that may take place.

A discussion took place concerning alternative rules that could be in place to alleviate issues like this in the future. It was decided that the way Scott Erbisich presented the language will be sufficient.

A motion was made by Joe Boogren, seconded by Bill Carlson to approve the 2nd Amendment to Interlocal Agreement as presented. Ayes were unanimous.

4. Recommendation – Approve sending letter regarding interest in remaining in Superior Trade Zone.

Scott Erbisich stated that due to the lack of attendance that has been occurring, he would like to send a letter out to members of the Superior Trade Zone that have had poor attendance to inquire if they would like to remain as part of the Superior Trade Zone. Scott presented a draft letter that he wrote that he would like to send. Patrick Jordan suggested that the letter be sent on Superior Trade Zone Letterhead.

A motion was made by Bill Carlson, seconded by Patrick Jordan to approve a letter to be sent to Superior Trade Zone Members on Superior Trade Zone letterhead regarding interest in remaining as part of the zone. Ayes were unanimous.

5. Recommendation – Accept Ewing Township into the Superior Trade Zone.

Scott Erbisich stated Ewing Township had submitted application to becoming part of the Superior Trade Zone and would like membership to be instated immediately.

A motion was made by Bill Carlson, seconded by Jim Nankervis to approve Ewing Township's appointment into the Superior Trade Zone. Ayes were unanimous.

6. Recommendation – Accept Ely Township's withdrawal from the Superior Trade Zone.

Scott Erbisich stated Ely Township submitted a letter requesting them to be removed from the Superior Trade Zone.

A motion was made by Bill Carlson, seconded by Jim Nankervis to remove Ely Township from the Superior Trade Zone. Ayes were unanimous.

7. Update – Defense Manufacturing Assistance Program (DMAP)

Vicki Schwab updated that DMAP is currently conducting reference checks on Place Dynamics as part of their background check before a contract may be signed. She reviewed that the contract states that the project will take place in an 18 week time period and will cost \$50,000.

8. Update – Superior Trade Zone Website Update

Scott Erbisich stated that Lisa Hammill will be working with Brandon from Delta County to get the website active online. Once the website is up and functioning properly Administrative Services will contact everyone with a link to the site for viewing. It was noted that the website address will be www.superiortradezone.org.

9. Discussion – Organization Appointment – Vice-Chairperson

Scott Erbisich stated that due to Jim O'Toole's retirement, it created a vacancy for the position of Vice-Chairperson for the Superior Trade Zone; he then entertained nominations to fill that vacancy.

A motion was made by Darcy Long, seconded by Bill Carlson to appoint Patrick Jordan from the City of Escanaba as Vice-Chairperson for the Superior Trade Zone. Ayes were unanimous.

Patrick Jordan then asked to appoint Lisa Glish as the Alternate for the City of Escanaba.

A motion was made by Darcy Long, seconded by Bill Carlson to appoint Lisa Glish as the Alternate Member for the City of Escanaba for the Superior Trade Zone. Ayes were unanimous.

10. Discussion – Addition of Tribes to the Superior Trade Zone

Scott Erbisch updated that we are still awaiting an answer from Andrea Robach from the Michigan Economic Development Corporation (MEDC) regarding the allowance of including Tribes into the Superior Trade Zone.

MEMBER ANNOUNCEMENTS AND UPDATES

Patrick Jordan stated that Delta Sky magazine will be doing an article spread in the December 2017 edition of their magazine for Delta County, and went onto state possibly in that article something could be said about the Superior Trade Zone.

Patrick Jordan stated that on October 12, 2017 he was in Lansing for the Supreme Court Mini-Oral Arguments for the Dark Store case that the City of Escanaba has against Menards, and he felt as though it went well. He then stated that they will hopefully have an update on the final decision at the next meeting.

A discussion took place concerning drone testing facilities, and it was advised to contact the airports directly to find out if they are willing to allow testing or not.

A discussion took place concerning UPPCO rates on the climb again, and it was decided to invite an UPPCO representative to the next Superior Trade Zone meeting on December 19th to discuss the issue.

GENERAL PUBLIC COMMENT

None.

AUTHORITY/STAFF COMMENT AND ANNOUNCEMENTS

Scott Erbisch stated that for the next meeting there will be an agenda item concerning frequency of meetings and the possibility the structure of the meeting (call-in, in-person, video, etc.)

ADJOURNMENT

A motion was made by Vikki Schwab, seconded by Bill Carlson to Adjourn the Meeting. Ayes were unanimous.

Scott Erbisch adjourned the meeting at 10:14 a.m.

Scott Erbisch, Chairperson
Marquette County Administrator

Patrick Jordan, Vice-Chairperson
City of Escanaba City Manager

Superior Trade Zone Meeting Survey Results

Respondent	Should the STZ be held in another location?	Would you prefer a rotation of meeting locations from a Marquette County site to a Delta County Site?	Should the meetings be held in the evenings to better accommodate those member representatives that work during the day?	Regardless of the meeting location, if meetings continue to be held during the day on a weekday, would a conference call-in number allow you to better participate?	How frequently should meetings be held?
A	No	No	No	Yes	Quarterly
B	No	No	No	No	Every Other Month
C	No	No	No	Yes	Every Other Month
D	Yes, Marquette	Yes	Yes	Yes	Every Other Month
E	Yes, some rotation	Yes	No	Yes	Quarterly
F	No	Yes	No	Yes	Quarterly
G	No	No	0	Yes	Quarterly
H	0	0	0	0	Every Other Month or Quarterly
I	Yes, should rotate meeting locations	Yes	No	Yes	Every Other Month
J	No	No	No	No	Every Other Month
K	No	No	Yes	Yes	Quarterly
L	No	No	No	Yes	Every Other Month

Totals Yes: 3
No: 8

Yes: 4
No: 7

Yes: 2
No: 8

Yes: 8
No: 2

Every Other Month: 6
Quarterly: 5

Erik Powers

From: Bark River Township <barkrivertwp@barkriver.net>
Sent: Friday, December 8, 2017 12:00 PM
To: Erik Powers
Subject: Re: Superior Trade Zone- Introduction

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Erik:

Please accept my resignation as a member off the Superior Trade Zone from Bark River Township. We do not have anyone else willing to serve as a member.

From: [Erik Powers](#)
Sent: Friday, October 27, 2017 1:13 PM
Cc: [Amy Clickner](#)
Subject: Superior Trade Zone- Introduction

Hello Superior Trade Zone Members,

My name is Erik Powers and I'd like to introduce myself as the Lake Superior Community Partnership Staff Lead for the STZ. I will be handling administrative duties moving forward. As a reminder, the next STZ meeting will be December 19th. I will be following up with meeting information closer to the date.

Below is a link to the STZ website, which is now live. I encourage you to check it out.

<http://www.superiortradezone.org/>

Let me know if you have any questions.

Have a great weekend,



Erik Powers

Business Development Representative
906.226.6591 ext. 103
www.marquette.org

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