

# Minutes

## Roscommon DDA March 16, 2015

Board President Tom Obrien called the meeting to order at 8:00 a.m., at Village Hall.

Board Members Present: Tom Obrien, Andrea Weiss, Tammy Schwalm., Sue Jock, Diane Lippert, Dan Fishel, Jim Anderson. **Note:** Jim Anderson was present only via computer from Florida and did vote on motions. He was not physically present at the meeting. There would not have been enough members present to make a quorum without Anderson.

Others present: Pat Murphy, Linda Mesler, John Rosczyk, Mark Larsen, Erine Adams

**Minutes:** Andrea Weiss made motion to approve the February minutes, second by Tammy Schwalm. Approved.

**Treasurer's Report:** Motion by Jock, Second by Lippert: Roll call vote: Obrien Weiss, Schwalm, Jock, Lippert, Fishel, Anderson, voted in favor. Approved

**Correspondence:** Adams Reported there will be a Place making Conference, Wed, March 25, in Grayling

**Public Comments:** None

**Facade Grants:** Tim's Collision has presented the final papers for the business on south Fifth Street. Tom Obrien said he had a meeting with Jim Anderson to approve the project. The \$5,000 payment to Tim's Collision was included in the treasurer's report.

**DDA Task Force:** Adams reported that when someone approaches the village about inquiries to purchase property from the village she was not able to present information for the M-18 property as to the availability of water and sewer. Mark Larsen said he and Nicole Crespo talked to Larry Fox of the firm C2AE, about using that firm's survey documents from 2007 and Larsen said C2AE would update the proposal and when we request an updated plan he (Larsen) would suspect there would be some additional costs. Larsen said the village would get some costs for installing water and sewer up there. He said it appears that the most cost effective way would be to drill under M-18 and tie into existing water and sewer across on the northwest side of the road Larsen said he had no cost at present from C2AE for using their plans.

April 10th, 8:30 a.m., next task force meeting at village hall. Tom asked if there was any update on the Forward's property.

**Sidewalk Streetscape** Andrea Weiss reported that work needs to be done on the sidewalk snow removal contract for future years. Jim Anderson reported that the DDA would supplement the payments, but the village would have to work out the contract. He said we really need to take a hard look at the whole process. Discussion followed on who should work out the details, the village or DDA. Jim said it was not the DDA responsibility to do the maintenance of the town. Anderson said he doesn't think we need to wait until August to start bidding this job. Needs to be put on the Village Council's agenda. Fishel said Bill Bohlen's comments were in the February DDA minutes as to what he

had pondered about future plans. Tom Obrien said he would like to encourage the DPW to get the trash cans out along the streets as soon as possible and perhaps the DDA could purchase more.

## **OLD BUSINESS**

**Web site:** Tom reported that Nicole did go through the site and made a list of things that need to be put on the web site. Anderson reported that he would be returning from winter vacation in a week and would get involved with the web site information.

**Wallace Park to Hilltop Walkway:** Nothing to report. Erine and Jock reported that the project was turned over to Bohlen. There is a holdup because the land and the building at Hilltop are owned by different people, which has caused the delay.

**NuCraft Draining Problems.** Nothing to report

**DDA Map Update:** Obrien reported that Phil at the county has pretty much completed it and will be printing it out. Just waiting for final copies.

**Board of Education Office:** Rosczyk said that the board of education will be taking up the resolution that the village has adopted last week and that will be a letter of understanding and so we don't need to execute --- Next magic date would be April 20 board meeting and if the board sets that date then they would determine to put it up for sale.

**Snowmobile Trail Route:** Nothing to report

**DDA file cabinets:** Nothing to report

**Train Club Purchase Agreement:** Tom Obrien said we are still waiting for the final signatures. Rosczyk, who is handling the building's sale paper work, reported that he had been sick for several weeks and a number of people involved in the work have been out of town on spring vacation.

## **PROJECTS:**

**Bike Racks, Lights, Staining of Wood Fence on Lake Street** - still on hold until weather permits

**Village Council and DDA goal setting meeting:** Tom Obrien said when new manager is hired that will be rescheduled

**Hometown Decorating:** Andrea Weiss recommended that we continue with the contract again this year with that company for the street light Christmas decorations and that we have plenty of time to work out any of the problems we had this past year. Tom Obrien recommended that next year all lighting should be plugged into the weather proof boxes at the top of the street lights. Tom said the contract needs to be agreed upon by Dec. 10. Weiss said we would probably get newer decorations if we sign sooner than later in the year. Sue Jock made motion to proceed with the \$2,400 contract, second by Fishel. Roll Call: Obrien, Weiss, Schwalm, Jock, Lippert, Fishel, Anderson.

**Pocket Park:** Weiss said the chamber of commerce was looking at the pocket park on Lake Street, formerly known as the Ed Cherven property. Considering putting up a new fence at the back of the property with a mural on it. Jock said the property is owned by the village and questioned if this was a

DDA Allocated \$200 for New fence

DDA or Village project. Pat Murphy reported that he put up the original fence and encountered cement under ground, which caused difficulty putting in the fence posts. Fishel reported that there are perennial flowers throughout the park that bloom at different times during the summer.

**Farm Market:** Adams reported that the market will open May 23, the week before Memorial Day weekend. Vickie Sheehan is the person she recommended who would do 90 per cent of the work running the market this year. Sue Jock asked if Scott Marshal would be doing the shopping bags again this year. Adams reported that yes he was and he was out selling ads for the bags to reduce the cost.

~~**Motion to pay two bills:** Schwalm made motion, second by Jock to pay two bills: \$150 to farm market assoc. membership and \$500 to the village auditor. Roll Call: Jock, Fishel~~

**FUTURE PROJECTS:**

**Village Cemetery,** nothing to report

**CRAF Center:** Sue Jock reported the energy efficiency of the building needs to be updated and that the biggest drain on finances is the gymnasium. She said there is no insulation in the ceiling of that portion of the CRAF. She said if this project isn't done the CRAF possibly could not be able to be maintained during the winter months. She said she is looking at possible grants.

**LIAISON REPORTS:**

**Village:** Fishel gave a report on the most recent council meeting. Two items included M-18 property infrastructure and on a 20-year old water/sewer bill dispute with Village Place Condominiums.

**Township:** Diane Lippert reported the annual meeting would be next week.

**Chamber of Commerce:** Andrea Weiss reported upcoming events: the Egg Scramble, the May 20th Business Expo. and a recent report from the DNR on the Higgins Lake Trail System.

Jock reported that Metro Park clean up day is ~~May~~ <sup>April</sup> 26.

**Public Comment:** Linda Mesler and Mark Larsen discussed Marc McKee's appointment to the DDA. Larsen said he called Marc McKee and was told that Marc does not want to be on the DDA.

**Motion to Adjourn:** Andrea, second by Jock