

ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY
BOARD MINUTES
September 20, 2015

Members Present: Jock, Schwalm, O'Brien, Rosczyk, Anderson, Hodges, Adams, Lippert, Spangler, Weiss, Norton

Excused: Weiler

Absent: Legg

Others Present: Dan Fishell, Vickie Sheathelm, Mark Larson, Pat & Lori Mattingly, Nilah Mason, Kelly Ames

Motion by Adams with support from Hodges to accept the Secretary's report. All in favor, motion carried.

Motion by Norton with support from Spangler to approve the Treasurer's report. All in favor motion carried.

CORRESPONDENCE & PUBLIC COMMENT - Kelly Ames shared with the DDA that electric vehicle charging stations could be a draw for people to get off at our exit when traveling.

Mark Larson shared he felt the DDA should consider off setting some of the costs for Forwards for the permit the DEQ is requiring. Rosalie reminded everyone of the upcoming Roscommon County Economic Community Outlook meeting this Friday, Deb Brown will be speaking along with Brittany Haszkiw from MSHDA.

COMMITTEE REPORTS

Managers Report – John attended the MNL convention and attended a workshop that featured redevelopment of existing buildings. Greg Gaylor Jr.'s project would be huge redevelopment in our downtown if we can pull it off. No bids were received on the renovations of the new village office. There are a couple different contractors they are looking at for the renovations. DPW is looking for a new manager. They have 3 candidates to interview.

Façade Grant – Nothing to report.

DDA Taskforce – Oct 9th 8:00 joint meeting. There has been an accepted agreement on Greg Gaylor's project and he is in the process of developing a business plan. He also needs to apply for a liquor license. If the town meets the criteria he can apply for the license, the DDA can accept it and say they would like to see it happen. Old Subway would like to put in something to complement what Greg is doing. Company from Canada is bringing in a new wood plant in Crawford County which will create many new jobs for the area and surrounding areas.

Sidewalks and Streetscapes – Nothing to report. John doesn't realistically see doing anything to sidewalks this year. Jim commented on flower pots needs to be relocated.

Website – Nothing to report.

Farm Market – Vendors are winding down.

OLD BUSINESS

Wallace Park to Hilltop walkway – Sue updated the status of the Wallace Park grant for the seawall project. Klaus from Gosling & Czuback is in the process of gathering information to re-draw and come up with an estimated cost.

DDA map update – Nicole has been in contact with Phil and it is in the works.

Relocating Village Sound System – Any electrician can do the job and probably cheaper than Simoni. Antennas and rack system and amp need to be relocated. Possibly David Pflum would be interested. Kurtis will talk to David and see if he is interested or has a suggestion.

Colonial Parking Lot Sale – John reported Subway is moving forward. The environmental inspection is probably what is slowing them down. There still needs to be a determination if the Village is going to approve the signs. The sign ordinance does not address what they are requesting and they didn't have a drawing. More info and a drawing is needed for the Village to make a decision on the signs.

NEW BUSINESS

Christmas in the Village - Several of the big pines trees have pine needle disease and need to be removed. Marty Schilbe can remove the trees for \$900. Christmas in the Village is asking the DDA to help toward the cost to remove and replant trees. The cost to replant is \$400. \$1,300 total for removal and planting. Motion by Kurtis for up to \$1,500 to Christmas in the Village to do the project. Second by Adams. Motion approved. All in favor.

Sidewalk Snow Clearing – John explained our current options. We could extend last year's 3 year contract. If we extended for one year we wouldn't be committed to a 3 year contract. If we go with a shorter contract it gives us the option to pick up equipment if we determine we want to bring it in house. John is looking for input from the DDA whether to extend last years or go with new proposal.

Sue commented we don't have the data/information this year to figure out if we need a part time or full time employee and the cost of the equipment needed to do the job. Sue suggested a one year contract to investigate equipment and cost of employees. John did run the idea of a one year contract passed our current and past contractors and they did not have an interest in bidding for a one year contract. Anderson commented we need to consider if we are looking at it from a price or quality stand point?

Motion by Jock that the current contract be extended one year. If it is rejected the Village Manger has the autonomy to make adjustments to the current contract and to put it out for bids requesting a three year bid at that time. Second by Spangler. Motion passed all in favor. John asked for a small committee of advisors, Kurtis, Doug and Kelly volunteered.

Wallace Park mini project - The caps on the top of the posts are cracked at Wallace Park. Motion by Spangler, second by Jock to pay up to \$399.00 for new caps on the posts in Wallace Park.

Village Street Lamps – 4 burned out are under warranty. Spangler made a motion to approve up to \$500 for replacement bulbs to keep on hand for when the bulbs burn out. Second by Adams. Motion approved. All in favor.

Forwards water line project - John shared his thoughts on the DDA paying for the \$1,200 permit. We gave the property at no costs and there is an argument that can be made both ways on that. The costs of the development are to be passed on to the purchaser. The only proper way to handle it is to involve the engineer firm to draw up the scope of the project.

FUTURE PROJECTS

Downtown Benches – Sue has an inventory however she had to leave meeting and we don't know if she had a recommendation.

LIAISON REPORTS

Village - Nothing.

Township - Nothing.

Chamber – Tomorrow night retirement party 5 to 7 at Fred's. Kathy Boyle is the new director.

In conjunction with the KCC Performing Arts the Chamber is selling tickets for the Christmas program.

Doug thanked the DDA for the support of the Fireman's Festival. We need to make it a more community event rather than an event held in the community.

Vickie asked about the Farm Market banners that disappeared the other night. John is working on locating them.

Meeting Adjourned at 9:42. Motion by Norton. All in favor.