

MELROSE TOWNSHIP DDA MINUTES
Regular Meeting of August 3, 2022
At Melrose Township Hall

I. CALL TO ORDER & ROLL CALL

Chair Broc Johnson called the regular meeting to order at 5:05 PM.

Members present: Broc Johnson, Steve Whittaker, Phil Whittaker, Bill Wehrenberg, and Vern Goodwin.

Members absent: Dave Rentschler, Bill Goldsmith, and Jonathon Borisch.

Also present: Scot Graden from Walloon Central, Township Clerk Robin Berry, and Recording Secretary Tom Mackie.

II. APPROVAL OF MINUTES:

- **Vern Goodwin motioned, Broc Johnson seconded, to approve the minutes of May 25, 2022 as amended to correct bylaws amendment language in paragraph IV b. All ayes, motion carried.**
- **Broc Johnson motioned, Steve Whittaker seconded, to approve the minutes of July 5, 2022 as presented. All ayes, motion carried.**

III. FINANCIAL REPORT:

Tom reviewed the year-to-date financial statements as presented in an income statement and balance sheet through July 31, 2022.

IV. UNFINISHED BUSINESS:

- a. Township Purchase of Circle Park:** Vern reported no new information available.
- b. Sidewalk Extension Project:** Vern has attempted to contact our Engineer, Aaron Nordman as well as a concrete contractor but has not yet received responses. Vern cannot estimate a project completion date but, at best, it would be a fall project.
- c. River / Boardwalk Path Discussion:** Broc referred to an email with attached cost estimates and drawing from Aaron Nordman included in the member packets and estimated the cost at \$250 per foot. The proposal, as presented, includes a spur running from the river to the parking lot that all members believe could be eliminated. Broc suggested this would lower the total cost to approximately \$150,000. Broc will ask Aaron to resubmit the proposal without the spur but keeping the river-side platforms. He hopes we could begin construction next spring.

V. **NEW BUSINESS:**

- a. **Future Development Plans:** Broc reported communication from Jonathon Borisch affirming his original plan to close the General Store in early September. At that time the store and old post office buildings will be removed and replaced with a new building having retail on the ground floor and residential above.
- b. **Promote Michigan Update:** Broc presented ideas for road signs proposed by Dianna Stampfler in an email included in the meeting packets. The DDA would need to determine what to put on the sign(s) if we decide to proceed. Discussion was held on quantities and locations.
- c. **Car / Boat Show Discussion:** Steve announced the theme this year is pre-1950 cars with 21 or 22 expected to be displayed. Organization took some effort but everything is ready to go.
- d. **New Brochures:** Broc announced we now have new brochures that are stored at the Township Hall and described plans for their distribution. A significant supply is available. A few members requested a supply to have available at their businesses.
- e. **War Memorial-Bill Wehrenberg:** Bill stated the existing memorial in the park needs a face lift as it looks old and weathered. Vern stated we need something other than plywood as a backer to reduce future maintenance. Broc suggested this project constitutes maintenance and repair and should be treated as a park expense. The DDA should remain focused on economic development.
- f. **Tom Mackie Retirement:** Broc noted Tom's plan to retire at the end of August and asked if the Township Board plans to appoint a new Recording Secretary to the DDA. Vern responded the Board is pursuing this but a bigger issue is Tom's current responsibility for financial records maintenance and reporting. The Board is pursuing engagement with an outside firm to handle financial responsibilities. Robin Berry suggested checking with neighboring communities on how they handle this for their DDAs.
- g. **US131 Corridor Committee:** Robin Berry indicated the committee has provided decals we can distribute for promotional purposes and provided a handout summarizing their initiatives and progress. We need to provide a list of planned activities for inclusion on their website. A representative from Bit Social Media will be here Friday if anyone is available to participate. Robin also noted Boyne City's recent installation of an electric vehicle charging station at no cost to the city and suggested we may also want to investigate this.
- h. **Sailboat Sign Repair:** Broc reported the mast has been removed and the boat has been sanded. It's now drying out. Repair materials have been ordered at an approximate cost of \$3,000; much less than anticipated.
- i. **West Michigan Tourist Association:** Their invoice for annual membership dues was received today. They also are offering additional promotional options at various prices. Consensus was to refer this to Dianna Stampfler for her recommendation.

VI. DDA MEMBER COMMENTS:

- Phil is researching ideas and seeking advice on a potential park gazebo upgrade but has no proposal for the DDA to consider yet.
- Bill Wehrenberg suggested some volunteers and a half-day effort should be enough to clean up dead fall in the river. He doesn't believe it would be necessary to hire anyone for this work.
- Steve asked what is planned for upgrading the sailboat sign stanchions. Broc responded Mr. Perkins agreed to fund the cost for refurbishment and installation to allow the boat to be positioned vertically. Work is progressing faster than expected and should be completed soon. General consensus was to store the boat over winter and install it in the spring. Steve suggested also installing a sign describing the boat and what it represents to the community.

VII. CITIZEN COMMENTS: None

VIII. NEXT MEETING: Tentatively Monday October 26, 2022 at 5:00 PM

IX. ADJOURNMENT: The meeting was adjourned at 6:43 PM.

Prepared by:

Approved by:

Tom Mackie, Recording Secretary

Bill Wehrenberg, Secretary