

ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY
BOARD MINUTES
August 17, 2015

Members Present: Jock, Weiler, Schwalm, O'Brien, Rosczyk, Anderson, Hodges, Lippert,

Excused: Weiss, Spangler, Legg and Adams

Absent: Norton

Others Present: Dan Fishell, Vickie Sheathelm, Eric Hart, Steve Reno, Nina Mason, Dave Hodges

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

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

CORRESPONDENCE & PUBLIC COMMENT Michigan Downtown Association annual meeting is Friday October 23, 2015 in Kalamazoo. Roscommon County Economic/Community Outlook - Deb Brown will be touring Roscommon, St. Helen and Houghton Lake September 25th. The Roscommon tour will be from 3:30 - 5:30. Nina Mason made a request for benches in the downtown area to sit on. Dan Fishell reported some street lights are going out and that we need to start talking about sidewalk snow removal. John introduced Dave Hodges who is acting as the Public Works Director effective today August 17th, 2015.

COMMITTEE REPORTS

Managers Report - John will have a weekly report designed for the council called the TGIF report. John removed the director of DPW on Wednesday. Dave will be the acting director for 45 days. John has been looking into snow removal and asked for comments on the past 3 year's satisfaction. John will be addressing snow removal at the next council meeting. Jim Anderson commented having it done internally is a great idea, at the same time what the minimum expectations would be for the snow removal should be addressed. Jock's concerns are winters vary, if you have your own employees it can affect the cost, depending on the amount of snow that winter. If you have a contract the price is the price regardless of the type of winter. John would like a volunteer to be an advisor that has the knowledge of the past snow removal history. Andrea may have the knowledge. Jim will be an alternative.

Facade Grant - A check has been cut check to Mini Mart. Lion's Club is done but no bill yet.

DDA Taskforce - Tom shared an e-mail from Erine with an update. There is an accepted offer on the AuSable Drugs. The group purchasing the AuSable building is interested in meeting with the DDA and Rotary to discuss a theme for the town. Jim reminded the DDA that we are limited on what the DDA can help with in the renovation of the project when it is a private purchase he just wanted to make that clear.

Sidewalks and Streetscapes - Some tree trimming in the CRAF center area, no report from Andrea.

Website - Jim has put Jansen and Scott together on this project.

Farm Market - Going great. Vickie commented we need to have an organization to take over the WIC. We need to find an organization or group that can take on this role. John will work with whoever is in the group on the transfer of the WIC. We have the biggest market between Gaylord and Bay City.

OLD BUSINESS

Wallace Park to Hilltop walkway - Walkway to Hilltop - currently working on formal notice for easement. The plan is to do both the park and walkway to Hilltop at the same time.

DDA map update - Still in the works.

Board of Education Offices - Closed on Wednesday. Now deeded to the Village of Roscommon and they have plans for renovations. Might be in the offices in October.

Relocating Village Sound System - Kurtis is working on this.

Goal setting – Goal setting and objective meeting – John commented once we get in the new office it would be great to set a meeting.

Colonial Parking Lot Sale – We have a signed purchased agreement – they are moving forward towards a closing.

NEW BUSINESS

CRAF Center - Update from Sue Jock. In the past the CRAF Center has been sustainable. However some significant things have taken place. The building is aging, the boiler went out and we have had some tough winters. Currently the CRAF center is losing a little each month. Three things need to be done. Better insulation of the gym roof, switch lighting over to LED and appearance. The roof needs a lot more thought and lot more money. Steve Reno spoke on the lighting proposal. The proposal includes changing the lights, inside and out and adding motion detectors. There are a lot of lights currently not controlled that could be. They received funding from Rotary for keyless entry and member tracking in the hopes that 24 hour access will bring in more members using the gym. A security system is being placed in the areas open to the public. The first impression entering the building is old and worn. The carpet in the workout area needs to be replaced as well.

Motion from Hodges that we give the \$34,561.00 to the CRAF including \$1,850 for the replacement of the service panel in the gym. Second by Lippert. Jim Anderson commented that a long term timeline of the areas needing to be addressed would be helpful. Jock said that was done in 2014. John commented on cash flow and needing to move forward in a positive cash flow. Sue commented on the causes for the recent negative cash flow and the things put in place to correct it. Both agreed the CRAF center is a valuable asset to the community. Motion passed unanimously.

Village Manager has an evaluation due at September meeting any comments pass them on to Tom and he will pass it on.

There was a comment as to whether the tractor for the flowers has been serviced the last few years. Dave will take a look at it to see if it needs servicing.

State Tax Commission Report - There is an annual report required. The 2604 we used to file we are not required to do now that the bonds are paid off. All we need to do is a public notice and file that with the state.

Fence across from the Hardware looks nice – still needs another gallon of stain.

FUTURE PROJECTS

Downtown Benches - Possibility of downtown benches Sue will count up the benches and see what we have.

Additional Parking – Behind BC Pizza, Tom commented not a lot of possibility there. Nice buffer for the property owners currently would be gone and we would not gain a lot of parking spaces.

LIAISON REPORTS – Village nothing. Township nothing. Chamber nothing.

Sue shared there is a possibility of removing some trees at the CRAF center due to needle cast disease.

Meeting Adjourned at 9:29. Motion by Jock. All in favor.