

**ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY**  
**BOARD MINUTES**  
March 18, 2019

**Members Present:** Tammy Schwalm, Tom O'Brien, Ron Alden, Jessie Sharpe, Cecilia Scow, Andrea Weiss, Phil Weiler, Mike Walker and attending via Skype Jim Anderson

**Excused:** Roy Spangler, Paige Haines

**Absent:** Doug Hodges

**Others Present:** Diane Love-Suvada, Mike Miller, Dan Scow, Brenda Bachelder

Motion by Cecilia Scow with support from Andrea Weiss to accept the Secretary's report. All in favor, motion carried. Motion by Phil Weiler with support from Tammy Schwalm to approve the Treasurer's report. All in favor motion carried.

**CORRESPONDENCE & PUBLIC COMMENT** – MSU is hosting a place making workshop in West Branch April 13<sup>th</sup>.

**COMMITTEE REPORTS**

**Managers Report-** Ron shared a copy of the audit summary. Everything looks good with the Village and the DDA. Park and recreation, Sue and Ron are hosting meetings to get input in what the recreational needs are. Planning commission met last week and put some additional suggestions in for the master plan. The plan is going to council for temporary approval. The Roxie group will be looking for some DDA members to serve on sub-committees when they start working on the goals. A medical marijuana presentation was given to the council. There are many unknowns but if the council does nothing at all it opens the gate, if they opt out at this time they can opt in at a later date. Working on the USDA grant for water and sewer up-grades in the Village. This grant would bring the water and sewer infrastructure up to date. Tom asked if there were any electric poles that could be eliminated and put the power underground at the same time things are being dug up for the sewer can we coordinate power improvements at the same time.

**Façade Grant** – Andrea Weiss is verifying if Chemical bank will still offer loans for façade grants at 5%. NCACU has opted out. Façade grant presented from Michigan Warm Hugs Quilts for \$425 for new signage. Total cost of \$850 for the new signage. Motion to approve the grant for \$450 by Tom O'Brien support by Andrea Weiss. Cecilia Scow and Jessie Sharpe abstained. Motion approved.

**Sidewalks and Streetscapes** – Flowers are being grown and have been ordered.

**Website** – Nothing to report.

**Sawmill** – Diane presented her monthly report.

**Farm market-** Nothing to report.

**Economic Development Coordinator** – There will be a meeting March 20<sup>th</sup> finishing up the master plan and looking to set up some sub-committees.

**OLD BUSINESS**

**Lighthouse walkway/bridge -** Nothing new to report.

**Iron Bell Trail** – Brenda Bachelder shared that an application was submitted for a marketing grant to advertise the trail. There are two sections along the North part of Higgins Lake they are making recommendations on. The DNR and State will make the final decision on that area. It will be a long process to get it built. Hoping to get the feasibility study back soon.

**Consumers Energy** - Nothing new to report.

**NEW BUSINESS**

**AuSable Drug Store** – Dan Scow presented an idea for the AuSable Drug Store as a possible Artisan Guild and Gallery to see if this is something that we may be interested in recruiting people that could help develop a strategic plan for the idea. Dan would appreciate hearing our thoughts. Mike Walker made a motion to make an offer of \$85,000 on the purchase of the AuSable Drug store and authorize the DDA president to sign a potential agreement. Support from Cecilia Scow. Mike amended the motion to include the seller’s obligation to take care of any contaminants. Mike withdrew his motion. Mike will get some additional information on the Brownfield grants to remediate the property and the past studies that have been done. A special meeting will be posted and scheduled to discuss the information that is gathered. Special meeting is scheduled for April 1, 2019. No action taken.

**Proposed Bylaw additions** - Motion by Cecilia Scow second by Ron Alden to adopt the proposed by-law amendment to allow a board member to participate in any DDA board or committee meeting by teleconferencing or video conferencing when the member is unable to attend in person. All in favor. Motion is approved.

**Bike Racks** – We currently have 6 bike racks throughout the Village.

**TIF adopted development plan** - Jim Anderson is wrapping up the report this week.

**Group Picture** - Next meeting

**Future projects** – Nothing to report.

**LIAISON REPORTS** – Egg scramble on April 16<sup>th</sup>, the MSU extension is working with the Chamber. Back to the Bricks is 11:00 to 1:00 on June 8, with a Roscommon county car show 1:00 to 4:00 after the exit of the Back to the Bricks cars leave. Business Expo is May 15<sup>th</sup>.

**Proposed By-Laws Village of Roscommon Ordinance No 62  
Roscommon Downtown Development Authority 3-18-19**

A board member may participate in any Downtown Development Authority board or committee meeting by teleconferencing or video conferencing when the member is unable to attend in person.

The following shall be included:

- Two way communications shall be required at all times.
- Board members are present for the purpose of a quorum.
- Board members are able to vote.
- All votes shall be by roll call unless it is a routine item.
- There is no limit on the number of board members who may participate.

Section 7. Include the following in bold.

An appointment to fill a vacancy shall be made by the Chief Executive Officer for the unexpired term only.

**The vacant position shall be advertised in the local paper for a minimum of two weeks.**

**Meeting Adjourned at 9:43.** Motion by Mike Walker with support by Ron Alden to adjourn.