

Munising Downtown Development Authority  
Minutes of Meeting  
January 26, 2022  
Fuzzy Boyak Welcome Center, 8am

**Members Present:** Dale Immel, Mike Nettleton, Pat Gariepy, Debbie Nedeau, Travis Cross, Tom Hall, Rick Bowerman

**Members Absent:** Cori Cearley (e)

**Others Present:** Kathy Reynolds, Pat Sanderson, Jaymie Depew, Devin Olson, Brice Burge

**Call to Order:** The meeting was called to order by Dale at 8:07 am.

**Approval of Agenda:** Pat made a motion to approve the agenda, Debbie supported. **The motion passed.**

**Public Comment:** None

**Approval of Meeting Minutes for December 15, 2021:** Pat made a motion to approve the minutes as presented, Debbie supported. **The motion passed.**

**Approval of Bill for Payment:**

a. GMBPCD	3 <sup>rd</sup> Qtr. Contribution	\$24,806.25
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Rick made a motion to pay the bill as presented, Mike supported. **The motion passed.**

**Budget:**

**a. December 2021 financials:** The board received the December 2021 financial reports. Kathy reported that most of the property taxes have already been paid and we are currently up from the budgeted amount. No action is needed or taken.

**Old Business:** None

**New Business:**

**a. Approval of DDA Plan Amendment:** The board has received a copy of the 2022 DDA Plan Amendment as prepared by the attorneys. Dale referenced page 3 which has been updated upon recommendations from the board to include current, ongoing, and possible future projects. Kathy noted that page 7 will need to be updated to reflect current figures. It will be corrected before it goes to the City Commission and does not impact what we need to do today. Mike made a motion to approve the plan amendment as received, with the knowledge that the tax table on page 7 (Appendix 2) will be revised, Tom supported. **The motion passed.**

**b. Adopt Resolution Approving the DDA Plan Amendment:** The board received a copy of the Resolution approving the 2022 DDA Plan Amendment. Mike made a motion to adopt a resolution approving the Plan Amendments, requesting the municipality to call a public hearing regarding the Plan Amendment and to notify the taxing jurisdictions and provide an opportunity for a meeting regarding the Plan Amendment, Tom supported. **The motion passed.** A certified copy of the resolution will be prepared by the DDA.

**c. Approval of MDOT Grant Agreement:** The board received a copy of the MDOT Grant Agreement between MDOT and the City of Munising. Devin explained that the City Commission approved the grant agreement, contingent on approval by the DDA. Devin said the project has not gone to bid yet but should in April. If the bid exceeds the funds available from the grant and the DDA bond, Devin said the DDA could look for cost-cutting measures or cover a small overrun from the general fund. If the bid comes in low, extra items could be added into the project to qualify for the maximum grant funding. Devin said that the estimates have been provided by Coleman Engineering. Pat made a motion to approve supporting the MDOT Grant Agreement with the City of Munising regarding the Superior Street repaving project, Travis supported. **The motion passed.**

**Other Business:** None

**Executive Director's Update:** Kathy reported that a few of the new Holiday decorations that came down will be replaced and covered by the warranty. We have a letter of interest from Angela Gerou to serve on the DDA board to fill the Resident seat. If the DDA approves, it will go to the City Commission for approval. Rick made a motion to accept the letter of interest and ask the City Commission to approve Angela Gerou for the open Resident seat on the DDA board, Debbie supported. **The motion passed.**

**City Manager's Report:** Devin reported that the city crew has been busy clearing snow for several weeks. Imperial Electric has been trying to install the downed streetlights and repair all the other lighting and decoration outages around town. They have been hampered by parts shortages, shipping delays and COVID among their workers. They will continue to work on it when they are able.

**Round table:** Travis asked about the lift that the city and DDA rented to put up the holiday decorations. Devin said that Tom Hall (Hall Contracting) was generous and donated use of their lift as well. He said they will be reevaluating the method and equipment used next fall to help eliminate some of the damage to the new grassy areas along M28. Devin said they will be trying to have all new city projects for 2022 bid in April with work to begin asap and have projects completed by mid-October. The Superior Street repaving should be a fairly quick project with the current plan of having two-way traffic on Superior St and short limited interruptions to the flow of traffic. Kathy said the DDA Plan Amendment is a multi-step project that should be finished in March.

**Adjournment:** Pat made a motion to adjourn at 8:32, Travis supported. **The motion passed.**

**Next meeting: February 16, 2022**