

Munising Downtown Development Authority  
Minutes of Meeting  
September 14, 2022  
Fuzzy Boyak Welcome Center, 8am

**Members Present:** Dale Immel, Mike Nettleton, Debbie Nedeau, Travis Cross, Angela Gerou, Rick Bowerman, Pat Gariepy, Cori Cearley

**Members Absent:** Tom Hall (e)

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

**Call to Order:** The meeting was called to order by Dale Immel at 8:01 am.

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

**Public Comment:** None

**Approval of Meeting Minutes for August 10, 2022:** Travis made a motion to approve the minutes as presented, Debbie supported. **The motion passed.**

**Approval of Bill for Payment:**

a. HTC	Phone land line	\$40.56
b. Kathy Reynolds	Cell phone data pkg.	\$50.00
c. Suzette Richardson	DDA watering	\$350.00
d. Imperial Electric	Streetlight repairs	\$330.00
e. Dog Waste Depot	2cs dog waste bags	\$299.98
f. Coleman Engineering Co.	Survey & Design: Superior St Project	\$3,047.25
g. Coleman Engineering Co.	Crosswalk/Pedestrian count	\$680.00
h. All-Phase Electric	2 light poles	\$18,898.40
i. Madigan's Hardware	Supplies	\$17.84

Rick made a motion to pay the bills as presented, Debbie supported. **The motion passed.**

There is currently about \$16,000.00 left on the Coleman Engineering contract. The two light poles are replacements for one that Gerou knocked down and paid for and the other is an MDOT reimbursement that has not been received yet.

**Budget:**

**a. August 2022 financials:** The board received the August 2022 financials for review. Devin said the new bond funding and balance will appear on the next financial reports.

**b. Budget adjustment-Projects line:** Angela made a motion to amend the budget to include \$790,000.00 in the Expense line for Projects, Cori supported. **The motion passed.** It was also noted that the 2015 bond will be paid in full this month.

**c. Budget adjustment-Principal and Interest for final payment of 2015 DDA bond:** There needs to be an adjustment in the budget Expense lines of Bond Principal and Bond Interest to cover the payments. Pat made a motion to transfer up to \$1,500.00 from Bond Interest to Bond Principal, Rick supported. **The motion passed.**

**Old Business:**

**a. Munising School Public Library:** There has been no response from the library. Devin reminded the board that interest ceased accruing as of the date of the letter that was sent via certified mail in June.

**b. Superior Street paving:** Kathy said Bacco still needs to do some clean-up work on the corners where the concrete work has been completed. Milling work will begin tomorrow and the paving is scheduled for Sept 22-24. We will get clarification today from Bacco on the road closures.

**c. Bill Ramseys facade grants:** Pat Sanderson reminded the board that Bill Ramsey turned in incomplete applications for three businesses totaling \$22,000.00 in June that were tabled. Bill was informed that if the

complete applications were turned in, they would be reviewed at the July or August meetings. After not turning in anything, they have inquired again. The board's decision is to wait and see if they turn in anything and deal with it at that time. As it is after the deadline, the board decided to reopen the program concurrently with the holiday façade grant program this fall.

**New Business:**

**a. Pay Request #1 for Superior St/Downtown Resurfacing Project – Pay to: Bacco Construction \$222,643.97:**

The board received a copy of the request. Devin noted that technically the City is the owner as they are the entity that received the MDOT grant, even though the DDA is listed as the owner on the application for payment. Cori made a motion to make payment #1 as requested for \$222,643.97, Debbie supported. **The motion passed.**

Also, as the application for payment needs to be signed, Cori made a motion to allow the City Manager and the DDA Executive Director to sign this application (and future applications for this project), Debbie supported. **The motion passed.**

**b. Funding Request – Rekindle the Spirit:** The board received a funding request of \$500 from the GMBPCD for Rekindle the Spirit. The request will be taken under advisement and a decision will be made at the next meeting.

**c. Holiday façade grants:** Debbie made a motion to approve spending up to \$4,000 for holiday façade grants (with a limit of \$250 per business), Rick supported. **The motion passed.** The application period will run from September 19-Noon on October 28, 2022.

The DDA Façade Grant program will also be opened again with dates of September 19-Noon on October 28, 2022. Debbie made a motion to approve opening the façade grant program again, Cori supported. **The motion passed.**

**d. Holiday business decorating contest:** In 2021 the DDA awarded a total of \$500, which is within the directors spending limit.

**Other Business:** None

**Executive Director's Update:** Kathy said Munising Memorial Hospital (MMH) has contracted with the GMBP again for their health needs assessment and asked the board members to complete the health needs survey. The GMBP is also working on other contractual work. Kathy is working with a committee to give recommendations regarding the city ARPA funds. The Senator Peters event in Munising with the Vets went well. Kathy said she is on the board of the UP Art Alliance and reviewed 15 applications for Michigan Arts Council funding. Usually, the APRD applies for funding for their Concerts in the Park and have received up to \$4,000 in the past. This year they did not apply for this round, and it doesn't look like there will be remaining funds for another round as in the past. The UPEDA will be doing an event later this year regarding employee retention. She will also be attending a meeting in Grand Rapids later this fall with the same topic. MMH will be looking for a new CFO, as the current CFO will be leaving for personal reasons.

**City Manager's Report:** Devin said there are lots of items to be finished on the M28 project, but the main paving is complete. There will be signage and painting taking place on the new multi-use path along M28. There is currently some work taking place on water/sewer on Commercial St. The water/sewer expansion to the Holiday Inn Express is also finishing up. The city will be applying for state grant funding to replace city water service lines.

**Round table discussion:** The board discussed the housing shortage in Munising for not only low-income, but also mid-range income residents and people looking to relocate. Many of the businesses have trouble hiring as people cannot find places to live. Devin said that many of the lots in town are only 33' wide and if a house is torn down, burned down, etc., the lot is too narrow for new construction. The minimum size for a house in the city is 800 sq ft. The pedestrian count needed for a new crosswalk on the corner of Maple and M28 has been met (at 300%). Discussions continue with MDOT, as they only want to put in the bare minimum.

**Adjournment:** Pat made a motion to adjourn at 9:10, Cori supported. **The motion passed.**

**Next meeting: October 19, 2022**