

Munising Downtown Development Authority
Minutes of Meeting
September 15, 2021
Fuzzy Boyak Welcome Center, 8am

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

Members Absent: None

Others Present: Kathy Reynolds via phone, Pat Sanderson, Jaymie Depew, Devin Olson, Kevin Trevillian (Coleman Engineering) via phone

Call to Order: The meeting was called to order by Dale at 8:00 am.

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

Public Comment:

a. Coleman Engineering Proposal for Superior Street: Kevin Trevillian from Coleman Engineering was on the phone to answer any questions regarding the proposal. The board received two proposals for engineering. The first is for the Superior Street mill and overlay that will take place next summer. Devin said the city is receiving a direct grant for the project. The proposal is for engineering services not to exceed \$48,825. Devin said the price is in line for the scope of the project and he recommends that the DDA utilize the \$56,000 in bond proceeds from the sidewalk project. The board discussed this project needing to be done and being a major project for the DDA. Devin said the \$510,000 for construction does not include engineering costs. He also said that Coleman Engineering has a good history with the city and has been handling on the engineering for all city road projects for about the last 9 years. Dale said we should make decisions on the two proposals before the board today for engineering and decide how we want to fund the projects themselves at the next meeting. With the currently low interest rates it would make sense to bond, and we would need to start that process soon. The Superior Street project would cover Superior from Lynn to M28/Cedar, Elm from Onota to M28, and Maple and Birch from Superior to M28. Devin noted that the MDOT grant also requires bringing all the intersections up to ADA standards. Pat made a motion to spend up to \$48,825 with Coleman Engineering for engineering costs as outlined in the Sept 9, 2021 proposal with funds from bond proceeds, Mike supported. **The motion passed.**

b. Coleman Engineering Proposal for Crosswalks at Munising Ave/Maple St: Kevin Trevillian from Coleman Engineering was on the phone to answer any questions regarding the proposal. This proposal is for coordinating a crosswalk at the corner of Munising Ave and Maple St on the west side. The crosswalk has not officially been approved by MDOT for this intersection. The proposal is for up to \$2,000 for technical assistance, depending on MDOT's stance. Cori made a motion to spend up to \$2,000 with Coleman Engineering for assistance with the project as outlined in the Sept 10, 2021 proposal with funds from bond proceeds, Debbie supported. **The motion passed.**

Approval of Meeting Minutes August 18, 2021: Pat said he was not present at the last meeting and is not listed as absent. Rick made a motion to approve the minutes, as amended, Deb supported. **The motion passed.**

Approval of Bills for Payment:

a. HTC	Phone land line	\$40.36
b. Kathy Reynolds	Cell phone data pkg.	\$50.00
c. Madigan's Hardware	Supplies	\$38.86
d. Suzette Richardson	Gardening/Watering	\$100.00
e. GMBPCD	Video Conferencing Camera (50/50)	\$248.40

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

Budget: The board received the August 2021 financial reports. Devin discussed the two streetlights that were knocked down and will be covered by insurance. There was also one that Gerou Excavating knocked down and paid the electrician directly. Those funds had to be repaid to the insurance company and will be a wash from funds received last fiscal year. The budget line for Plants & Decorations is overbudget due to the Christmas decorations that were ordered last fiscal year and were delayed in shipping until September. We will make that adjust at fiscal year-end, along with any others that may be needed. No action is needed or taken.

Old Business:

Painting has started on the old Napa building. Pat Sanderson contacted Ed Hines and the sale to Mike Henricksen was finalized three weeks ago. Ed is no longer involved and is not the owner of the property. The grant that was approved for Ed will not be fulfilled.

New Business: None

Other Business: The next meeting re: the Hanley airport will be next Monday at 9am at the American Legion. Some that attended feel that the County Commission will not be moving forward with plans for an airport on the property.

Executive Director's Update/Partnership Update: Kathy is currently at UP Art Alliance meetings and events in Marquette. She said that June, July, and August were very busy and although September seems to be a little slower than last year, it is steady. Kathy also said that the Alger County Land Bank is looking to do a couple of projects in the county, possibly to add housing options. Kathy said there was a local meeting regarding the house bill assessment on hotel rooms and transient rentals with UPTRA collecting the funds and all funds going to the counties. Devin said that with the new light poles installed on M28 and the way the road and greenspace is configured, the city crew can no longer use the front-end loader to install the Christmas decorations. They have reserved a lift to rent for a week this fall to install everything. They would need to do the same in the spring to take down the decorations and install the summer banners. Total cost from Midway Rental is \$1,423. Cori made a motion to approve \$1,423 to rent the lift, Debbie supported. **The motion passed.** After being delayed, the replacement streetlights will be arriving in January, but we will not have them installed until spring.

City Manager's Report: Devin said the M28 road construction will stop at the ballfield this year. It has been a great project for the city to save on water and sewer costs. He added that the USDA was onsite this week and are very happy with the project. The LMI survey will be city-wide, not just for the DDA. This could open lots of infrastructure funds for us. Census figures have the City of Munising down about 400 from 2010 to 1996 people.

Round table: Dale said he and Kathy will get some financials together, interest rates, etc. and have them available for the next DDA meeting so the board can decide on funding for the Superior St project. Pat asked about taxes that are in arrears and how those are represented in the budget. Devin said the County reimburses the City for taxes in arrears and keeps the funds when collected. Kathy said that census numbers showed decreased population in all UP counties, except Houghton. Jackie Reynolds has resigned from the DDA and we will need a DDA resident to replace her.

Adjournment: Pat made a motion to adjourn at 9:15, Debbie supported. **The motion passed.**

Next meeting: October 20, 2021