

ISHPEMING DOWNTOWN DEVELOPMENT AUTHORITY

MEETING OF FEBRUARY 27, 2012

A meeting of the Ishpeming Downtown Development Authority was held on Monday, February 27, 2012, at 4:00 p.m. in the City Hall Conference Room. Vice Chairman David Aeh called the meeting to order.

Present: Stacey Willey, Elaine Racine, David Aeh, Jered Ottenwess, Diane Gauthier, Cheryl Kellow, Jason Gauthier, Charlie Anderson, Sandy Sundquist, and Rosemarie Strom

Also present were Treasurer Anita Keto, Pat Bureau, Carr Baldwin and Matt Bergeon of U. P. Engineers and Architects, Chamber of Commerce Director Elizabeth Peterson, Councilwoman Claudia Demarest, and Dave Williams

Public Comment

Pat Bureau expressed the appreciation of the West End Community Arts Network for the \$400 contribution that enabled them to obtain their 501 designation. Mrs. Bureau stated they are planning various activities, including a musical performance, displaying art in various businesses again this year, opening and closing receptions for the events, a logo contest for youth and adults, and a kids art show. They are requesting a donation from the DDA to help finance the activities. It was requested that Mrs. Bureau present a letter outlining her request for future consideration.

Approval of Minutes

A motion was made by Mrs. Gauthier and seconded by Mr. Anderson to accept the minutes of January 23, 2012. Motion carried.

Financial Report

Mrs. Keto said the major expenditures in January were for engineering services for the new bond projects.

A motion was made by Mr. Anderson and seconded by Mrs. Racine to approve the financial report as presented.

Certificate of Appreciation for Brad Argall

A motion was made by Mr. Aeh and seconded by Mr. Anderson to accept the certificate of appreciation as presented. Motion carried.

Election of Officers

A motion was made by Mr. Aeh and seconded by Mrs. Sundquist to elect David Aeh as Chairman, Charlie Anderson as Vice Chairman, Cheryl Kellow as Secretary, and Anita Keto as Treasurer. Motion carried.

Andriacchi Property Purchase at Cleveland and First

Mr. Anderson stated he is opposed to purchasing property specifically for recreational purposes without consulting the Parks and Recreation Commission. Mrs. Willey indicated her objection to the purchase price of the property. It was questioned who would own the property, maintain the property, and what future expenses would be involved.

A motion was made by Mr. Anderson and seconded by Mrs. Willey to not, under any circumstances, consider purchasing this property for the price as

stipulated and to cease negotiations until consulting with the Parks and Recreation Commission. Motion carried.

#### Downtown Infrastructure Grant (DIG)

Mr. Ottenwess stated that the last correspondence regarding the grant said that they were re-evaluating the grant program, they did not have money, and were postponing any grant awards indefinitely. The DDA has now received approval for a \$399,043 grant.

A motion was made by Mr. Ottenwess and seconded by Mr. Anderson to execute the commitment letter; provide a letter from the DDA certifying that the project scope as identified in the pre-application has not changed, the project has not started, easements/property acquisition or relocation is not required for this project, and an updated timeline based on receiving a grant agreement by July 2012; and certify that the local match dollar amount identified in the DIG pre-application is still available for the project. Motion carried.

#### Facade Improvement Grant Program

Mr. Ottenwess provided two samples of façade improvement grant programs, one from Gladstone and the other from Alpena. The development plan must be amended to include "loan or grant program". There is a specific process that must be followed to amend the development plan. Miller-Canfield recommends not using their services for this amendment because of the cost.

A motion was made by Mr. Anderson and seconded by Mrs. Strom to direct the City Manager to pursue amendment of the development plan in order to implement DDA grants as well as loans for façade improvements. Motion carried.

DDA members are to review the samples provided from Gladstone and Alpena and submit their ideas to the City Manager via email.

#### UPEA Service Proposal

UPEA provided a proposal to prepare a Due Care Plan and environmental assessment of the former Howard Oil site and to create legal descriptions for the recreational grant parcels, Howard Oil and water tower.

The Howard Oil site has serious soil contamination. The contamination will not be cleaned up, but it will be contained. Most of the area will be paved, and a trail will be put over a portion.

The legal description are needed to show that these are the only parcels to be tied up for recreation purposes forever. Without the separation, the entire property purchased from CCI will be designated as recreational for eternity.

It was questioned whether the Howard Oil site would qualify as a brownfield site, and Mr. Bergeon replied he was told it would not.

A motion was made by Mrs. Gauthier and seconded by Mr. Gauthier to accept the proposal from UPEA to prepare the plan and environmental assessment of the former Howard Oil Company and to prepare the legal descriptions for the two recreational parcels, at a cost of \$4,300. Motion carried.

Invoice from JN Electric for Downtown Street Lights

The street lights on Division Street required repair. JN Electric made the necessary repairs at a cost of \$3,280.59.

A motion was made by Mrs. Sundquist and seconded by Mrs. Willey to authorize payment of the invoice from JN Electric for \$3,280.50 for street light repairs. Motion carried.

Torch Trek

A motion was made by Mrs. Willey and seconded by Mr. Aeh to reimburse the City the amount of \$8,086.20 for preparing the Torch Trek site and organizers of future events should check on all costs involved when planning their event. Motion carried.

Ishpeming Business Association Report

Mr. Anderson said the membership drive is continuing. Mr. Anderson said they are working on improving communications and having links to the City and other websites.

Chamber of Commerce Report

Mrs. Peterson presented a written Chamber report. She highlighted that she is working on the community guide, the final proof of the tourism map is done and should be printed soon, and the Chamber is hiring a full-time employee and now has over 200 members. They are looking for sponsors for the Mud Plunge, and over 100 people have already registered.

Old Business

The proposed final alignment for Malton Road was reviewed. UPEA is working on the bid documents. Mr. Ottenwess feels the objections of property owners have been addressed with the new alignment. The biggest problem is crossing the railroad, and progress has been made on obtaining the permit. The initial alignment went between Malton Electric and the Range tower. That route was not feasible because it would require blasting through rock. The new alignment goes along the west side of Malton Electric. There is a possibility of disturbing the Mather A Ballfield.

A motion was made by Mr. Ottenwess and seconded by Mrs. Willey to approve the final alignment for Malton Road as presented, direct UPEA to move forward with the construction bidding, and to refer the issue of the Mather A ballfield to the Parks and Recreation Commission. Motion carried.

Mr. Baldwin stated that, depending on if there is sufficient funding for the entire road, construction could come from the south and from the north and leave a gap in the middle.

It was questioned who would pay for plowing the road, and it was noted this will be gravel grade and a seasonal road.

Bids could be opened on April 18.

New Business

A motion was made by Mrs. Willey and seconded by Mrs. Racine to contribute \$500 to the Ishpeming Rock and Mineral Club for their annual event scheduled for August 4, 2012, with the funds to be used for promotional materials and to be spent in the City of Ishpeming. Motion carried.

Kurt Gronvall schedules the performers for the concert series. He can work within the \$2,000 budgeted amount, but would like the budget increased to \$2,500 this year.

Mr. Aeh asked about the former Penney building lot. Mike Koski of the Congress expressed an interest in purchasing the lot previously. It was requested that contact be made with Mr. Koski. If he is not interested in the lot, another use can be pursued.

Mr. Aeh inquired if the DDA should pursue hiring their own attorney.

Mr. Ottenwess talked to Tom West about putting the obelisk where their current sign is and buying them two new signs. Mr. West said their Executive Board is opposed. Mr. Ottenwess stated a proposal could be submitted for their consideration. It was inquired whether CCI should be approached about paying for a portion of the new signs as they have a mining theme.

Adjournment

A motion was made by Mr. Aeh and seconded by Mrs. Sundquist to adjourn at 6:20 p.m.

Carol Holmgren  
Recording Secretary