

ISHPEMING DOWNTOWN DEVELOPMENT AUTHORITY

Meeting held on May 21, 2012

A meeting of the Ishpeming Downtown Development Authority was held on Monday, May 21, 2012, in the City Hall Conference Room. Vice Chair Charlie Anderson called the meeting to order at 4:13 p.m.

Present: Charlie Anderson, Jered Ottenwess, Dave Aro, Jason Gauthier, Dave Williams, Sandy Sundquist, and David Aeh.

Also present were Carr Baldwin, Matt Bergeon, and Al Pierce of UPEA.

Minutes of April 23, 2012

A motion was made by Mr. Williams and seconded by Mrs. Sundquist to approve the minutes of April 23, 2012. Motion carried.

Financial Report

Mr. Ottenwess stated most of the bills for the previous month have been bond project related, and there would be more promotional items going into summer.

A motion was made by Mr. Aro and seconded by Mr. Anderson to accept the financial report as presented. Motion carried.

Chamber of Commerce Report

As Chamber Director Elizabeth Peterson was unable to attend the meeting, she provided a written report on Chamber activities for the past month.

Certificate of Appreciation

A certificate of appreciation will be presented to Cheryl Kellow for her service as a member of the DDA. Dave Williams was welcomed as a new member.

Request of the Fourth of July Committee for Financial Assistance

Following discussion, a motion was made by Mr. Anderson and seconded by Mr. Williams to authorize the expenditure of \$500 for the Fourth of July activities and \$500 for the Fourth of July community picnic. Motion carried.

Beautification

Yvonne Leaf replaced Alice Nelson on maintenance of flower beds. Mrs. Leaf prepared an outline of the work she will provide, including a cost estimate for soil improvements and a recommendation to install an underground watering system at Old Ish Park.

A motion was made by Mr. Aeh and seconded by Mr. Aro to accept the proposal of Mrs. Leaf as written. Motion carried.

Proposal from Forget Not Photography

The proposal of \$650 per year from Forget Not Photography was to be split between the DDA and Chamber of Commerce. The Chamber does not want to participate as they feel it would be a duplication of what they already do. The proposal was supposed to be scaled down for less work and cost for the DDA. It was noted the DDA already has a number of photographs and could continue to take their own photographs, the importance of promoting events, the need for a well maintained website, and the quality of photographs from a professional photographer. Mr. Aeh will ask for a new proposal with a rate by event or a new flat rate.

Façade Improvement Grant Program

Mr. Ottenwess stated two changes were made from the original proposal. On Page 7, there is an application fee of \$50 instead of \$100. On Page 5, payment will be made directly to the contractor.

Mr. Anderson feels there should be a provision that if someone wants to provide their own labor, 50% of the cost of supplies would be paid. Payment would not be authorized until the work was inspected. It was questioned whether the DDA could acquire any liability if someone did their own work.

A motion was made by Mr. Aro and seconded by Mrs. Sundquist to approve the Façade Improvement Grant Program guidelines as presented. Motion carried.

Mr. Gauthier left the meeting at 5:10 p.m.

Legal Counsel

A motion was made by Mr. Williams and seconded by Mr. Anderson to approve the Request for Qualifications for legal counsel, as presented, and to request proposals. Motion carried.

Easements for the U. S. Highway 41 water and sewer extension have required a lot of work. Mr. Savu's review of the easements are not covered by his retainer, and it was necessary to move forward with the easements immediately.

A motion was made by Mr. Aeh and seconded by Mr. Williams to pay the invoice from David Savu in the amount of \$1,710 for preparation of the water and sewer extension easements. Motion carried.

Bond Project Update

UPEA presented a proposal for the use and enhancement of the former J C Penney site. The scope of work would include an analysis of the site, up to three concepts for site development, and a final design concept at a cost of \$3,500. There would be an additional cost if a general public workshop were to be held.

A motion was made by Mr. Anderson and seconded by Mr. Aeh to accept the proposal from UPEA for the former J C Penney building site. Motion carried.

The entryway improvements are on hold pending approval of Canadian National for painting on the viaducts.

In regards to the proposal for a tunnel for the Heritage Trail, the Heritage Trail Committee will be asked about cost sharing.

Al Pierce has been working on the easements for Malton Road. He stated this is a DDA project on City-owned land. There are three separate issues to consider, which are indicated on the drawing he prepared.

There are two land issues involving Malton Electric on the north and Hewitt-Roberts and the old landfill on the south. The drawing shows the best location for roadway. On the north, a deed for property would be obtained from Malton Electric, and the City would deed property to Malton Electric to provide road access. On the south end with Hewitt-Roberts, they would deed a portion of property to the City, with the City deeding a different portion to them to relocate their driveway.

There are two electric poles in the proposed roadway which have to be moved.

When the landfill was closed, there was a borrow area, and the roadway will go through that area. Some areas may require fill. There is an area with slopes. As the road develops, something may have to be done to restricted use by four-wheelers.

A motion was made by Mr. Ottenwess and seconded by Mr. Aeh to support the proposed land transactions for Malton Road as presented. Motion carried.

Ishpeming Business Association

The IBA has a number of activities planned for the Festival of Treasures, including a bike auction by the Police Department. There are big events planned for the Fourth of July.

Old Business

A quote was received from 906 Technologies in the amount of \$520 for website design improvements, gallery plug-in and gallery page, and transfer of website to 906 hosting account. Discussion followed on the \$130 charge for the 906 hosting account.

A motion was made by Mr. Aeh and seconded by Mrs. Sundquist to approve \$400 for 906 Technologies to make website design improvements and for the gallery plug-in and gallery page. Motion carried.

Mr. Aeh indicated the person who was going to make the Model A cut-outs for the convention in June does not want to do the work. Discussion followed on what would be involved to purchase the plywood and have Mr. Anderson do the interior cut-outs.

A motion was made by Mr. Aeh and seconded by Mrs. Sundquist to allocate \$250 to purchase the materials and/or supplies to make Model A cut-outs to put on flagpoles for the upcoming Model A convention, with Charlie Anderson preparing the cut-outs. Motion carried.

New Business

Mr. Aeh said Charter Communications gave him an offer to advertise events in the community for \$1,500 or \$1,600. With a package for \$2,000 or \$2,200, a business could also have its own ad.

Mr. Aeh stated the intersection of Hematite and Main is unsafe and possibly convex mirrors should be considered.

Adjournment

A motion was made by Mr. Aeh and seconded by Mr. Ottenwess to close the meeting at 6:11 p.m.

Carol Holmgren
Recording Secretary