

**MELROSE TOWNSHIP DDA MINUTES**  
**Regular Meeting of February 20, 2013**  
**At Melrose Township Hall**

**I. CALL TO ORDER & ROLL CALL**

Chair Broc Johnson called the meeting to order at 7:00 PM.

**Members present:** Broc Johnson, Vern Goodwin, Judy Goldsmith, Arnold Hudson, Calvin Penfold, Mike Strobel, and Dave Rentschler.

**Members absent:** Bob Vratana, Dan Sebold, Lou Mettler.

**Staff present:** Recording Secretary Tom Mackie

**II. APPROVAL OF MINUTES**

Arnold Hudson motioned, Dave Rentschler seconded, to approve the minutes of December 5, 2012 as presented. All ayes, motion carried.

**III. FINANCIAL REPORT:**

Tom Mackie reviewed the statement of Revenues and Expenses compared to budget. The current cash balance is \$60,958.

**IV. NEW BUSINESS:**

**A. Election of Officers** - Broc asked for officer nominations and Calvin motioned to re-elect existing officers for 2013; specifically:

<b>Nominee</b>	<b>Position</b>
Broc Johnson	Chair
Dave Rentschler	Vice-Chair
Judy Goldsmith	Secretary

Mike Strobel seconded the motion. With no other nominations offered Broc called for a roll-call vote. All three nominations were approved unanimously.

**B. Village Development Project:** Jonathon Borisch provided an update and the latest development drawings from Performance Engineering. Items specifically addressed include:

- The Township's proposed public water system may delay sidewalk and other right-of way improvements.
- Discussed planned use for new and existing structures.
- Discussed road corridor improvements, crosswalks, and handicap parking.
- The Township could potentially acquire title to the new park area upon project completion (estimated in 2 years).
- Discussed lighting and signage, although plans are not complete.

**C. Budget Review:** Broc noted the sidewalk estimate from the boat launch parking lot to the church is \$38,764, but Vern indicated any new sidewalk may be torn up if a new water system is installed. Consensus was to delay sidewalk installation to 2014.

Broc noted we have also discussed extension of the park trail system, and several options exist for trail routing. Gale Charbonneau is willing to put a trail system agreement in writing that would provide access across his property. Dave recommended we budget \$20,000 toward this project.

Broc noted we had previously proposed solar signage/lighting for the park. Mike volunteered to research this project. By general consensus \$5,000 will be budgeted toward this proposal.

By consensus a budget of \$5,000 will be recommended for signage and associated landscaping at the US131 and M-75 intersection.

**D. Next Meeting Date:** The next meeting was scheduled for Wednesday, May 15th. *{subsequently rescheduled to Wednesday, June 5th}.*

**V. UNFINISHED BUSINESS:**

**A. Lighting:** Previously discussed as New Business.

**B. Trail System Update:** Previously discussed as New Business.

**C. Utility Line Update:** Broc reported on a conference call with Charter Communications. They committed to an April 1st completion date with no further billing.

**D. Sidewalks:** Previously discussed as New Business.

**E. DDA Plan Revision for Number of Members:** Tom will work on bylaw revisions to incorporate an additional member from outside of the district.

**VI. DDA MEMBER COMMENTS:** None.

**VII. CITIZEN COMMENTS:** None.

**VIII. ADJOURNMENT**

The meeting was adjourned at 8:26 PM.

Prepared by:

Approved by:

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Tom Mackie, Recording Secretary

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Judy Goldsmith, Secretary