

**MELROSE TOWNSHIP DDA MINUTES**  
**Regular Meeting of May 21, 2019**  
**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, Jonathon Borisch, Steve Whittaker, Judy Goldsmith, Dave Rentschler, and Katy Ross.

**Members absent:** Mike Strobel.

**Also present:** Recording Secretary Tom Mackie

**II. INFORMATIONAL MEETING:**

Broc opened the Informational portion of the meeting, noting the meeting notice was provided to all taxing jurisdictions as well as the township's web site and bulletin board in accordance with Public Act 57 of 2018. No representatives of the various taxing jurisdictions were in attendance. Broc listed projects previously completed and noted budget plans for investment in the current year. Details of current projects will be addressed later in this meeting. This information is also available on the DDA page of the township's web site. No public comment was offered so Broc closed the informational portion of the meeting at 7:09PM.

**III. APPROVAL OF MINUTES:**

**Vern Goodwin motioned, Steve Whittaker seconded, to approve the minutes of May 21, 2019 as presented. All ayes, motion carried.**

**IV. FINANCIAL REPORT:**

Tom reviewed the financial statements.

**V. UNFINISHED BUSINESS:**

**a. Township Purchase of Circle Park:** Vern reported the Township Board will be discussing this at their June Board meeting and have scheduled a public hearing in July.

**b. US131 Mettler Property:** Vern noted the redemption period is now complete and we should have title to the property in the next couple weeks.

**c. Sidewalk Extension from Church to US131:** Vern has discussed with Aaron Nordman of Performance engineers and is waiting for a response. He will follow-up.

- d. **Irrigation System for Beach / Park:** Broc reported all permits have now been secured and the project has been awarded to Haley Irrigation. Work should begin in a couple weeks.
- e. **Complete Landscaping around Post Office:** Broc reported receiving quotes from three contractors, with Robinson's bid being significantly lower than the others. The work will include pavers with mulch around the streetlight pole, and no grass. **Dave Rentschler motioned, Steve Whittaker seconded, to award the project to Robinson's Landscaping, as low bidder. All ayes, motion carried.**
- f. **Public Act 57 Compliance:** Broc and Tom reviewed recent web site changes to comply with Act 57 requirements.
- g. **History Walk in Circle Park:** Broc indicated we should have proposals to consider by the next meeting.

## VI. NEW BUSINESS:

- a. **Village Development:** Jonathon is presently working on legal details. This should be complete by the end of June. At that time development planning can commence.
- b. **Vehicle Speed Study for the Village:** Vern reported no date has yet been set for speed studies through the village.
- c. **Community Events / Promotions:** Steve estimated Car Show expenses at \$600 to \$1,000. He's also looking for other car groups to participate. Several cars are already lined up for the show. Jonathon may have some 1920 era car owners interested.
- d. **Contact Information Update:** Broc asked everyone to complete DDA Member information sheets to ensure our contact information is up to date.
- e. **DDA Staff Compensation:** Broc and Vern both noted the Township Board has been discussing compensation for DDA staff. **Dave Rentschler motioned, Jonathon Borisch seconded, to pay the DDA Staff Member \$3,600 per year (inclusive of payroll taxes). All ayes, motion carried.**
- f. **US131 Corridor Update:** The committee's web site should be active in a couple weeks. Discussed creating a video to post to the site. Can start when vegetation greens up and more people are around. Estimated cost to produce a video is \$2,500. **Jonathon Borisch motioned, Steve Whittaker seconded, to provide up to \$3,000 for video production. All ayes, motion carried.**

A couple members expressed interest in starting a Facebook page for the DDA. Katie noted the Merchant's Association have developed their own, with certain members authorized to provide input.

VII. **DDA COMMENTS:** Jonathon suggested a “This is your speed” sign for the village but Vern questioned if the police would allow this.

The Tri-Walloon group asked if the DDA may be interested in financing the cost of medals for their event in July. They estimated the cost at \$750 to \$1,000. **Dave Rentschler motioned, Katy Ross seconded, to spend \$500 to purchase Tri Walloon medals from the Grand Rapids House of Prayer, subject to a legal opinion from the Township Attorney. All ayes, motion carried.**

VIII. **CITIZEN COMMENTS:** None.

IX. **NEXT MEETING:** Tuesday August 6, 2019 at 7:00 PM.

X. **ADJOURNMENT:** The meeting was adjourned at 8:40 PM.

Prepared by:

Approved by:

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Tom Mackie, Recording Secretary

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Judy Goldsmith, Secretary