

# COMSTOCK PARK DOWNTOWN DEVELOPMENT AUTHORITY

## Regular Meeting Minutes January 20, 2010

### **Opening**

Chairman Ericksen called the regular meeting of the Comstock Park Downtown Development Authority to order at 8:00 A.M. on January 20, 2010 in the Comstock Park Public School Administrative Building.

### **Present members**

Rick Ericksen, Ed Hood, Larry Allan, Larry Roelofs, Jim Jarecki, Mike Bass, Bill Parris, Mike Frey, George Meek

### **Present guests**

Robert Homan, Deputy Nate Ertle, Dave Keibor, Stephanie Pelkey

### **Approval of Minutes**

Minutes from the December 16, 2009 meeting were disbursed but not acted upon. Move to the February agenda.

### **Chairman's Report**

Chairman Ericksen mentioned the need for a DDA District sidewalk assessment, which should include existing sidewalks, the current conditions, areas in need of sidewalks and if a map could be generated that would be a bonus. Bass stated that there was a need for sidewalks between Stowell and Bertha, however the fund balance needs to be replenished after the White Pine Trail project.

Mr. Homan reported that the 4 remaining easements for the path along Millcreek should be in hand by spring.

David Heyboer, board president of the Friends of the White Pine Trail, stated that they are in need of a service facility. They will be looking for a nice, but inexpensive building that they can purchase. Mr. Heyboer also thanked Plainfield Charter Township for allowing them the use of their facility to store some of their equipment.

### **Maintenance Report**

#### White Pine Trail Project

Mr. Roelofs expects to have the DDA Maintenance proposals from Mr. Walker to present at the February meeting.

Mr. Heyboer would like to propose the "Adopt-a-Trail" program. This would apply to a one-mile stretch of the trail giving priority to the portion in the business district. It would entail routine litter clean up, clearing back the brush along the natural areas, and the volunteers will report any hazards that they may come across so that it can be taken care of. The volunteers are covered under the WTP liability insurance.

Mr. Heyboer also mentioned that the Friends of White Pine Trail have been clearing the snow along the trail this winter.

#### Lights

It was mentioned that there were some lights out in the vicinity of Lamoreaux and Leland. Mr. Roelofs stated that he has notified the electrician about it.

Motion by Hood with support from Meek to amend motion 3(a) from the December 16, 2009 minutes to approve the purchase of **two** replacement street lights, totaling \$4,746, to keep in stock for future events. Carried unanimously.

The DDA has received reimbursement from the Township's insurance provider for the damaged light in the amount of \$2,373.

Motion by Bass with support from Hood to receive and file the Letter of Appeal from VanderKooy Management, Inc. dated January 6, 2010. The board will be sending a letter of response to Ms. Jan VanderKooy.

Motion by Bass with support from Allan to approve the purchase and installation of an 18-unit bike rack, not to exceed \$800, to be placed along the trail. Carried unanimously.

### **Public Relations**

Mr. Bass stated that he has attempted to contact Danny Becket regarding the website upgrade but has been unsuccessful at reaching him.

Mr. Jarecki handed out a draft invite to a DDA Meet and Greet. He feels that it would be a great opportunity for the business community to get acquainted with the DDA and see what this Authority has accomplished for their community over the years and what to expect in the future.

It was suggested that this event should be scheduled in conjunction with the regular DDA meeting so those that are interested can stay for the meeting. It was tentatively scheduled for April 21, 2010 at 7:30 A.M. with the regular meeting taking place at its regular time of 8:00 A.M. Possible locations discussed were Vitale's and the Whitecaps Stadium.

### **Treasurer's Report**

Motion by Meek with support from Hood to approve the Treasurer's report. Carried unanimously.

There was some discussion regarding the electric bills. Mr. Heyboer mentioned that he may be able to get the DNRE to cover the expenses of lighting the trail and asked Mr. Frey to please furnish him with a copy of the bills.

Mr. Parris suggested contacting CMS Energy and request a cost reduction based on fewer readings.

### **New Business**

Motion by Meek with support from Bass to elect the following to serve as the 2010 officers: Chair – Jim Jarecki; Vice Chair – Rick Ericksen; Secretary – Ed Hood; and Treasurer – Mike Frey. Motion fails.

Motion by Roelofs with support from Allan to elect the following to serve as the 2010 officers: Chair – Rick Ericksen; Vice Chair – Jim Jarecki; Secretary – Larry Allan; and Treasurer – Mike Frey. Motion carries with Meek voting no.

There was some discussion about amending the DDA terms of office for the Chair, Vice-Chair, Secretary, and Treasurer from 1 year to a 2 year term to encourage consistence and experience among board members.

### **Adjournment**

Meeting was adjourned at 9:40 A.M.

Respectfully submitted by:  
Stephanie L. Pelkey, CPDDA Recording Secretary  
Plainfield Charter Township Deputy Clerk