

Village of Fife Lake  
Downtown Development Authority  
Meeting Minutes  
February 20, 2024

Meeting called to order at 6:35 pm

**Roll call:** Present- Aldridge, Forwerck, Benke, Roesemeier, and Blaszak  
Absent: Smith, Tornow, and Patrick (Patrick excused)

**Pledge of Allegiance:**

**Oaths of Office:** Oath of office were given to the two new members, Alice Aldrich and Gary Blaszak

**Introduction of New Members:** both Alice and Gary gave a brief introduction of themselves. Alice said she has been here a long time and owns the hair salon in town. Gary said that he lives between Kingsley and Fife Lake. He said he has been in the car business for 44 years. He currently owns the car dealership here in town. Forwerck gave a brief history of the DDA to both.

**Approval of Agenda:** Roesemeier made a motion to approve the agenda as presented, seconded by Benke. **Motion carried** with all yeas.

**Approval of Minutes:** Forwerck made a motion to approve the minutes of January 16, 2024, seconded by Roesemeier. Motion **carried** with all yeas

**Public Comment:** none

**Treasurers Report:** Benke passed out the information to all who were present. Two checks came in from the township one on 1/23/24 for \$1,437.86, and 2/7/ 24 for \$9,280.51 Two bills need to be paid, one to staples and one to Gilroys Hardware. It was brought up that the Gilroys bill for \$367.47 may be past due with a late charge. Benke said that they keep sending the bill to the village office. She said they know about the P.O. Box, but have not been sending the mail to the P.O. Box. Roesemeier made a motion to talk to Gilroys about the P.O. Box again and to wave the late fees. Hempsted seconded the motion. **Motion carried** with all yeas. Roesemeier made a motion to pay the bills, Staples is for \$174,96, and Gilroys for \$367.47 Seconded by Benke, **Roll Call:** Hempsted-Y, Aldrich-Y, Forwerck-Y, Blaszak-Y, and Benke-Y. **Motion carried.**

**New Business**

**Resignation of Magee:** Magee resignation letter was read aloud. Forwerck made a motion to accept Magee's resignation with regret. Motion seconded by Blaszak. **Motion carried** with all yeas

**DDA board appointments:** Forwerck explained the process that goes into new appoints. She said the council appoints DDA members though the recommendation of the Village President.

**Projects priorities:** Forwerck discussed the projects on the handout All members individually ranked the projects according to what everyone felt was more important. Forwerck discussed all the categories in detail. The categories are **Signs** which would be a sign at the entrance of the village and wayfinding signs. **Sidewalks**, this would be a spur on Merritt Street from the railroad tracks to Clymene Street Then to Bates Street current sidewalk, along with a possible property survey. **Buildings**, this would include facades with a DDA grant match and Marketing

done by a professional. **Parks**, this would include a Dog Park at Pierce Street Park with electric, well, and fencing. The Lakeview Park would involve upgrading the Gazebo and Pavilion. Other upgrades in the parks through a MDNR Grant which could include an update to the ball field, restrooms and a trail around the ballpark. **Maintenance**, this would be the planting of small trees, and other tree problems. The retaining wall repair/replacement in the downtown area, and streetlamps for plaque placement. Lastly **Improvements**, this includes benches at Pierce Street Park, and along sidewalks, bike racks at the parks. Christmas decorations, and possible security cameras in town. After everyone rated each category in order of importance to them the *final list is*

**1. Signs**

**2. Parks**

**3. Buildings/Improvements**

**4. Sidewalks**

**Maintenance is ongoing**

Benke made a motion to **prioritize the improvements as 1, Signs, 2, Parks, 3, Buildings/improvements, 4. Sidewalks**. Motion seconded by Roesemeier. **Motion carried** with all yeas. Committees were then set up in all the categories:

Forwerck made a motion to appoint a **committee for Parks** that consist of Aldridge, Benke, Blaszak and Roesemeier. Motion seconded by Benke. **Motion carried** with all yeas. This committee will investigate parks including grants.

Forwerck made a motion to appoint Hempsted, Benke and Patrick to the **Maintenance Committee**. Hempsted seconded the motion. **Motion carried** with all yeas.

Forwerck made a motion to appoint Benke, Roesemeier and Hempsted to the **Improvement Committee**, motion seconded by Blaszak. **Motion carried** with all yeas.

Forwerck would like to appoint Blaszak and Forwerck for the sign committee. Forwerck questioned if the wayfaring signs was a conflict of interest since her brother John did them years ago. The group felt that this was not a conflict of interest. Roesemeier made a motion to appoint Blaszak and Forwerck to the **Sign Committee**, seconded by Benke. **Motion carried** with all yeas.

Forwerck would like to be on the sidewalk committee along with Patrick. Forwerck made a motion to appoint Forwerck and Patrick to the **Sidewalk Committee**, seconded by Hempsted. **Motion carried** with all yeas.

Forwerck would like to be on the building Committee along with Aldridge. Motion made by Roesemeier to appoint Forwerck and Aldrich to the **Building Committee**, seconded by Blaszak. **Motion carried** with all yeas. *This will include marketing of the downtown area.*

**Chamber of Commerce dues:** The type of membership was discussed no decision was made.

**Explorer 131 North:** They will help with grant writing. Forwerck would like Hempsted to attend a future meeting as she said Heidi from the Gaylord MDOT regional office is being invited to speak on local road funding through state grant funds .

### **Old Business**

**Bylaws:** The bylaws were rewritten. No major changes were made. The agenda was added to the bylaws. Roesemeier went over the changes to the bylaws This was needed to complete the TIF Plan. Hempsted made a motion to approve the bylaws as amended. Motion seconded by Blaszak. **Motion carried** with all yeas.

**Budget:** Since the priorities are established the budget will need to be revised for the March council meeting.

**Annual Report:** Done

**Website:** Possibly hire webmaster in conjunction with village.

**Attorney:** This is still being investigated.

**Public Comment** none

**Board Comment:** Forwerck said that the bylaws are updated. The priorities have been updated, both the bylaws and the priorities can be sent to Networks Northwest. The budget will be adjusted and sent to council. The contract with Network Northwest is up in March and pictures are needed. The MDA conference is May 31<sup>st</sup> in Harbor Springs, Forwerck would like all to go. Aldridge is excited about being on the board. Hempsted is happy to have two business owners on the board. Blaszak said it is a lot to process. He will help as much as he can to give the area a face lift. Benke would like to make this community a better place.

**Adjourn:** Motion made by Benke to adjourn and seconded by Hempsted at 8:47pm

Respectfully Submitted

Marcia Eby