

**CHARTER TOWNSHIP OF HIGHLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
Record of the June 19, 2019 Regular Board Meeting**

**APPROVED**

**Members Present:** Supervisor Hamill, Chris Hamill, Cassie Blascyk, Sarina Siljander, Roscoe Smith, Mike Zurek, Dale Feigley

**Members Absent:** Trevor VonBuskirk, Sellon Patterson, Matt Barnes

**Staff Present:** Melissa Dashevich, Executive Director  
Karen Beardsley, Recording Secretary

**Visitors Present:** Stephanie Legg, Interior Designer

Mr. Smith called the meeting to order at 6:15 p.m.

Mrs. Blascyk introduced Stephanie, an Interior Designer, who is interested in possibly volunteering with the Banner Program, Façade Grant Program, etc.

**Director's Report**

Mrs. Dashevich stated her Director's Report is attached for review.

**Approve Regular Board Meeting Minutes of May 15, 2019.**

**MR. ZUREK MOVED TO APPROVE the Regular Board Meeting minutes of May 15, 2019, with the following change: Under Presentation, Item A regarding things MDOT will require; that should say things RCOC will require. SUPERVISOR HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (7 yes votes).**

**Treasurer's Report**

Mrs. Hamill explained that she showed some annualized figures to compare to our 12 month budget and provide possible variances. Our TIF is ahead of budget by almost \$21,000; we did not budget for property sale, and that is \$81,000. Fundraising is behind and interest is ahead. Cash in bank is \$233,505.

Mrs. Dashevich shared TIF reporting required by MSOC.

**NEW BUSINESS**

- a. Consider approval of 2019 pickle proceeds to go to the Chill at the Mill project. Discussion took place regarding the ordering process through Colasanti's. Perhaps the Friends of Downtown Highland can order through Supervisor Hamill's account. Mrs. Dashevich and Supervisor Hamill will talk to Denise at Colasanti's regarding their ordering process to determine which way will work best for our needs.  
A motion was discussed, but decided it wasn't needed since the Friends of Downtown Highland had agreed at a prior time to handle the pickle sales going forward.

- b. Requesting help to sell pickles at the Highland Farmer’s Market.
  - a. Sign-up Genius.
    - i. Mrs. Beardsley will develop a sign-up genius for the Farmer’s Market.
- c. Design Committee Discussion
  - a. Review new development – M. J. Whelan on old MVP property for Banquet Hall in the absence of not having an active design committee.  
Design documents were discussed briefly.  
Mrs. Blascyk is hoping to establish a procedure for a new property owner/developer to be informed of expected design standards for the Highland Station area and to bring the Design Committee back in the loop BEFORE decisions have been made, drawings completed, etc. There has not been much new development in the past number of years, and design committee participation has diminished.
- d. Finalize Arch Design.  
Mrs. Dashevich provided everyone with a packet of drawings with options for the arch design.
  - a. #1, (original)
  - b. #2, spacing not right, does not look like railroad ties, move letters above.
  - c. #3, prefer train logo
  - d. #4 PREFERRED, but with Highland Station as one hanging below train, and est. 1871 incorporated into train portion.  
Regarding tech visit, Mr. Krear suggested that the second tech visit will not cost as much as the first, so an option would be to move the balance from tech visit #2 to apply to the ‘overage’ of tech visit #1.

**MR. FEIGLEY MOVED TO RESCIND HIS MOTION made in the May 15, 2019 meeting minutes under New Business, Item “b. Consider approval of MSOC Tech Visit for Phase 2 of Arch project.” SUPERVISOR HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a roll call vote: C. Blascyk-yes; S. Siljander-yes; C. Hamill-yes; R. Hamill-yes; D. Feigley-yes; M. Zurek-yes; R. Smith-yes (7 yes votes).**

**MR. FEIGLEY MOVED TO APPROVE the use of the MSOC Tech Visit towards Phase 2- Construction Documents of the Arch project). MRS. HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a roll call vote: C. Blascyk-yes; S. Siljander-yes; C. Hamill-yes; R. Hamill-yes; D. Feigley-yes; M. Zurek-yes; R. Smith-yes (7 yes votes).**

- e. Consider approval to pay Alexandra Glen, Farmers’ Market Manager, consultant, for the Farmers’ Market season starting June 15, 2019 through October 26, 2019, \$50 per day for 22 market days and not to exceed \$1,100.  
It was decided that a motion was not needed.

**OLD BUSINESS**

- a. **Farmers’ Market**  
The first Farmers’ Market had 6 vendors and was successfully attended. Several of the vendors sold out of product. Mrs. Hamill mentioned that the Highland Farmers’ Market was not included in the Oakland Press listing of all local Farmers’ Markets. Also, perhaps signage could be put out day of on M-59. Supervisor Hamill said that other signs can be removed and turned in to township. Ms. Siljander asked if a Federal ID number could be obtained for the Farmers’ Market

for next year. More discussion will take place on this; Mrs. Dashevich will check with MSOC on the best way to handle this.

b. Property on Harvey Lake Road Update

Some last-ditch generous offers and efforts were made by Mr. Hatmaker (proposed purchaser) and Supervisor Hamill with Mr. Davis (current resident on the now DDA-owned property) to work out the original intended purchase by Mr. Hatmaker; however, Mr. Davis was not interested. Mr. Hatmaker is no longer interested in the purchase since Mr. Davis refuses to leave.

**SUPERVISOR HAMILL MOVED that the Mrs. Dashevich contact two local realtors that would be interested in listing the property at 685 Harvey Lake Road and present their findings for consideration at next meeting. MR. FEIGLEY SUPPORTED but added that it be opened up to several local realtors to send their thoughts, ideas, recommendations (AS-IS or cleaned up) by our next meeting. Perhaps inform them that we received an offer for \$21,000 that included clean-up. THE MOTION CARRIED with a roll call vote: C. Blascyk-yes; S. Siljander-yes; C. Hamill-yes; R. Hamill-yes; D. Feigley-yes; M. Zurek-yes; R. Smith-yes (7 yes votes).**

Also, per Supervisor Hamill, perhaps get a quote to see how much clean-up would cost and we can compare. (The attorney verified that we own the property and EVERYTHING in/on it.)

Per Supervisor Hamill, the true cash value is \$39,000, if it were clean.

c. Update on properties discussed on May 15, 2019 by Supervisor Hamill.

The property on Milford Road to possibly be partially used for additional parking is no longer on the table; it was felt that since property cannot be split, perhaps a 99 year lease would be an option, but it is not.

The property behind Fragments: This discussion is on hold, as Supervisor Hamill feels it should be a township purchase, since it would be used for parking.

## BOARD MEMBER COMMENTS

None.

## COMMITTEE REPORTS

### Design

- a. Façade Grant: Design Budget shows \$13,000 for Façade. That will allow two \$5,000 façade grants and two \$1,500 sign grants.
- b. Garden Update: Jenny Frederick is interested in maintaining the gardens. She will invoice the DDA at \$10 per hour. The Garden Club has planted four containers at each of the Four Corners.

## MSOC

- a. Tim Colbeck presented Highland DDA its accreditation at the June 12<sup>th</sup> Regular Township Meeting.
- b. Mrs. Dashevich has been attending quarterly training.

**DISTRICT DEVELOPMENT/NEW BUSINESS**

None.

**CALL TO THE PUBLIC**

None.

Mr. Smith adjourned the meeting at 8:45.

Respectfully submitted,  
Roscoe Smith

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RS:kb

APPROVED