

**Village of Baldwin
Downtown Development Authority
July 15, 2021, Minutes
Regular Meeting
(approved)**

CALL TO ORDER

Roll Call: Chairperson Jane Allison called the Meeting to order at 3:06 PM with board members:

Present: Jane Allison, Seth Wenger, Jim Truxton, Darci Maldonado, Tony Gagliardo, Debbie Smith-Olson

Absent: Dave Lewellyn, vacancy, vacancy

Village Staff: Robert Toland, DDA Administrator

Acknowledgment of Visitors: Lamont Hill

GENERAL BUSINESS

- A. **Approval of Agenda:** Seth Wenger made a motion to approve the agenda supported by Jim Truxton. Motion carried.
- B. **Approval of Minutes:** A motion to approve the **June 17, 2021, regular** meeting minutes was made by Jane Allison and supported by Seth Wenger. Motion carried.
- C. **Treasurers' Report:** The Treasurer's report through July 15, 2021, indicated a general fund balance of \$201,488.72, with income of \$44,373.59, disbursements totaling \$8,969.67, and interest income in the amount of \$7.23. Income includes the Lake County tax increment payment of \$44,366.36.

The following bills were presented for payment:

Consumers Energy	\$ 288.77 (streetlights)
Robert Toland Consulting	\$ 1,000.00 (retainer & meeting)
Randi Gould	\$ 2,805.00 (late summer 2021)
<u>Village of Baldwin</u>	<u>\$ 1,773.19 (water bills)</u>
Total bills	\$ 5,866.96

A motion to approve the Treasurer's report and to pay the bills, including the cost of the fish sculpture memorial pavers, was made by Seth Wenger, and supported by Tony Gagliardo. Motion carried by roll call vote. All ayes.

- D. **Committee reports:** None

E. **Acknowledge Communications:** None

PUBLIC COMMENT: None

BOARD COMMENTS: None.

OLD BUSINESS

- A. **Brown Trout Sculpture Project:** Brick paver sales will continue indefinitely. Security cameras have been discussed but not much progress. Toland will contact Chuck Brooks to check on progress.
- B. **West Side Alleyway Project:** Mike Berrevoets will be contacting AT&T and Consumers Energy to determine the status of moving the utility poles and finalizing construction drawings.
- C. **Trees, Flowerboxes & Irrigation System:** The irrigation system is working but needs a few repairs.
- D. **DDA Plan Amendment:** The Plan amendment project list and project descriptions were discussed in detail. The process for completing the plan including legal assistance was also discussed. A motion to approve the project list and descriptions as revised, was made by Seth Wenger and supported by Jim Truxton. Motion carried.
- E. **Fish Farm Project LLC:** The location of the 8th Steet bridge replacement continues to be a topic of discussion but most likely will be in the same location. Dam removal is being held up because it is a lamprey eel barrier. Fishbeck is the new engineer on the project.
- F. **DDA Membership Vacancies:** There continues ort be one member vacancy to be filled by the Webber Township Board.
- G. **Bylaws:** A motion to approve the bylaws was made by Debbie Smith-Olson and supported by Seth Wenger. Motion carried.
- H. **DNR Property:** The MDNR has established a set of conditions to give the property to the Village, including maintaining a public access to the river. It has been suggested that the Village could purchase the property outright instead. Jim Truxton will contact Representatives Van Single and Vander Wal to enlist their help.

NEW BUSINESS

- A. **Administrator Retainer Increase:** Administrator Toland presented information supporting a request for a \$200 per month increase in retainer. After discussion a motion to approve the retainer increase was offered by Jim Truxton supported by Seth

Wenger. Motion carried. A motion to appoint Toland Executive Director was offered by Jane Allison supported by Seth Wenger. Motion carried.

ADJOURNMENT

A motion to adjourn was offered by Jim Truxton supported by Jane Allison. Motion carried. Meeting adjourned at 4:08 PM.

Meeting Schedule: The next regular DDA meeting will be held on August 19, 2021, at the Village office at 3:00 P.M.

Respectfully submitted,
Robert R. Toland
for
Deborah Smith-Olson, Secretary/Treasurer