

**Village of Baldwin  
Downtown Development Authority  
September 16, 2021, Minutes  
Regular Meeting  
(approved)**

**CALL TO ORDER**

**Roll Call:** Chairperson Jane Allison called the Meeting to order at 3:08 PM with board members:

**Present:** Jane Allison, Darci Maldonado, Seth Wenger, Jim Truxton, Dave Lewellyn

**Absent:** Tony Gagliardo, Debbie Smith-Olson, Lamont Hill, Jason Shoemaker

**Village Staff:** Robert Toland, DDA Administrator

**Acknowledgment of Visitors:** Mike Berrevoets, Fishbeck

**GENERAL BUSINESS**

- A. **Approval of Agenda:** Darci Maldonado made a motion to approve the agenda supported by Dave Lewellyn. Motion carried.
- B. **Approval of Minutes:** A motion to approve the **August 19, 2021, regular** meeting minutes was made by Jim Truxton and supported by Jane Allison. Motion carried.
- C. **Treasurers' Report:** The Treasurer's report through September 16, 2021, indicated a general fund balance of \$193,124.43, with disbursements totaling \$6,210.86, and interest income in the amount of \$7.83. Debbie.

The following bills were presented for payment:

|                           |                                  |
|---------------------------|----------------------------------|
| Consumers Energy          | \$ 328.41 (streetlights)         |
| Robert Toland Consulting  | \$ 1,200.00 (retainer & meeting) |
| Randi Gould               | \$ 2,805.00 (late summer 2021)   |
| Baird, Cotter & Bishop    | \$ 1,900.00 (audit)              |
| Brick markers             | \$ (memorial brick order)        |
| <u>Village of Baldwin</u> | <u>\$ 1,082.30 (water bills)</u> |
| Total bills               | \$ 7,315.71                      |

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 Jim Truxton, and supported by Seth Wenger. 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:** A total of four companies have been contacted to provide proposals for security cameras.
- B. **West Side Alleyway Project:** Mike Berrevoets was present to provide an explanation of the status of the project. Regarding utilities, the proposed utility pole locations are staked. There is adequate room for the poles between the property line and the underground watermain. Nine water services will be replaced including frost protection between the curb stop and the buildings. Sanitary sewers will be preplaced from the lateral to the buildings. Parking spaces will be asphalt with painted striping. A letter will be sent to all property owners advising them of the upcoming project. Issues and concerns include long term maintenance, temporary construction easements versus permanent easements, and the construction schedule. Mike will return on October 21 to provide the 90% plan.
- C. **Trees, Flowerboxes & Irrigation System:** A proposal from New Horizons was received that offered a choice between two different types of trees in 8 locations. A motion to accept the proposal with 4 of each type of tree was offered by Darci Maldonado supported by Dave Lewellyn. Motion carried. There was also discussion about water meter #7070, because it registered only the ready to serve fee and no actual water usage for the month.
- D. **DDA Plan Amendment:** No discussion.
- E. **Fish Farm Project LLC:** No discussion.
- F. **DDA Membership Vacancies:** All board vacancies will be filled.

**NEW BUSINESS**

- A. **Winter Dog Sledding:** Jane Allison stated that dog sled races were scheduled for Jan 15 and 16 at Stearns Siding, with a special race for Jan 14 on the property where the Troutarama horse pull takes place, if possible. The DDA could have some type of involvement to bring people to downtown for the event.

**ADJOURNMENT**

A motion to adjourn was offered by Dave Lewellyn supported by Jane Allison. Motion carried. Meeting adjourned at 4:14 PM.

Meeting Schedule: The next regular DDA meeting will be held on October 21, 2021, at the Village office at 3:00 P.M.

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