

**Village of Baldwin
Downtown Development Authority
March 10, 2022, Minutes
Special Meeting
(approved)**

CALL TO ORDER

Roll Call: Chairperson Jane Allison called the Meeting to order at 3:07 PM with board members:

Present: Jane Allison (left 3:50), Darci Maldonado, Jim Truxton, Debbie Smith-Olson, Seth Wenger, Dave Lewellyn

Absent: Tony Gagliardo, Lamont Hill, Jason Shoemaker

Village Staff: Robert Toland, Director

Acknowledgment of Visitors: Len Todd, County Commissioner

GENERAL BUSINESS

- A. **Approval of Agenda:** Seth Wenger made a motion to approve the agenda supported by Darci Maldonado. Motion carried.

- B. **Approval of Minutes:** A motion to approve the **February 17, 2022, regular** meeting minutes, was made by Jim Truxton and supported by Seth Wenger. Motion carried.

Treasurers' Report: Debbie Smith-Olson presented the Treasurer's report through March 10, 2022, indicated a general fund balance of \$185,370.58, with disbursements totaling \$3,358.63, and total income of \$7.22 which included interest income of \$7.22. Consumers Energy was paid in advance so there is no payment required this month. A contract from H2Oasis to maintain the irrigation system was discussed and a motion to approve the contract for start-up and shutdown for \$1,908, was made by Seth Wenger and supported by Jim Truxton. Motion carried by roll call vote. All ayes.

The following bills were presented for payment:

Consumers Energy	\$	0.00 (streetlights)
Robert Toland Consulting	\$	1,200.00 (retainer & meeting)
H2Oasis	\$	1,908.00 (start-up & shutdown)
Mika Meyers	\$	888.00 (1/2 Plan review cost)
Village of Baldwin	\$	577.32 (water bills)
Total bills	\$	4,573.32

A motion to approve the Treasurer's report and to pay the bills, was made by Seth

Wenger and supported by Darci Maldonado. Motion carried by roll call vote. All ayes.

C. **Committee reports:** None

D. **Acknowledge Communications:** None

PUBLIC COMMENT: Len Todd, as the Village's representative to the Lake County Board, explained that the application process being developed for ARPA grant funding is nearing completion, and the DDA will be an eligible entity to submit an application. Also, the County Board has approved payment of the winter and summer tax increment payment to the DDA.

BOARD COMMENTS: None

OLD BUSINESS

A. **West Side Alleyway Project:** Consumers Energy has communicated that the transformers required for the pole relocation are back ordered and not expected to be shipped until at least the end of March. They said they will inform us when the crews are expected to begin work. It is likely that completion of the relocation could be the end of April. This will be communicated to Hallack Construction.

B. **Trees, Flowerboxes & Irrigation System:** No discussion.

C. **Fish Farm Project LLC:** A total of seven engineering firms are preparing RFQ's for the dam removal project. An on-site meeting was held last week with the interested engineering firms, Fisheries Division of MDNR, the Conservation Resource Association and others. The project will involve removal of the dam, raceways and all other structures reconstruction of the riverbed, installation of a lamprey eel barrier, new dam, and fish ladder.

D. **DDA Plan Amendment:** Jane Allison and Debbie Smith-Olson have volunteered to attend the Webber Township, Pleasant Plains Township and Lake Country Board meetings in March and April to discuss the new DDA Plan. Mark Nettleton at Mika Meyers has prepared a Resolution to approve the DDA Plan and Recommend to the Village Council that the Plan be adopted. A motion to approve the Resolution was offered by Seth Wenger and supported by Debbie Smith-Olson. Motion carried.

(Jane Allison left the meeting and Darci Maldonado took over as chair)

NEW BUSINESS:

A. **Regular Meeting:** A motion to cancel the March 17, 2022, of the DDA was offered by Jim Truxton and supported by Seth Wenger. Motion carried.

B. **Building Maintenance:** A request was made to seek interested persons to clean the

Village office.

ADJOURNMENT

A motion to adjourn was offered by Dave Lewellyn and supported by Seth Wenger. Motion carried. Meeting adjourned at 4:02 PM.

Meeting Schedule: The next regular DDA meeting will be held on March 17, 2022, at the Village office at 3:00 P.M.

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