

**Village of Baldwin
Downtown Development Authority
December 15, 2022, Minutes
Regular Meeting
(approved)**

CALL TO ORDER

Roll Call: Chairperson Jane Allison called the Meeting to order at 3:02 PM with board members:

Present: Lamont Hill, Jane Allison, Dave Lewellyn, Seth Wenger, Darci Maldonado, Debbie Smith-Olson, Jim Truxton

Absent: Tony Gagliardo, Jason Shoemaker

Staff: none present

Acknowledgment of Visitors: Clyde Welford, Tobi Lake, Jodi Nichols, Kellie Allen, and Andy Gremmel were in attendance and on the agenda for a presentation on a grant opportunity later in the agenda.

GENERAL BUSINESS

- A. **Approval of Agenda:** A motion was made by Seth Wenger to approve the agenda with the modification to move Item 6A up to Item 3, supported by Darci Maldonado. Motion carried.

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

- C. **Treasurers' Report:** Debbie Smith-Olson presented the Treasurer's report through December 15, 2022, indicating a general fund balance of \$319,384.84, with disbursements totaling \$14,035.14, and total income of \$15,376.74 which included interest income of \$12.64, a reimbursement of \$11,664.10 from the bond construction fund, Christmas Committee donations of \$650.00, and Artist/mural project donations of \$3,050.00.

The Construction Bond fund is showing a reimbursement of \$375,663.25 is required for expenses on the project through December, leaving a balance of \$64,728.64 in the fund after reimbursement.

The following bills were presented for payment:

Consumers Energy	\$ 772.69 (streetlights)
Fishbeck	\$ 8,505.50 (construction administration)

Robert Toland Consulting	\$	850.00 (retainer & meeting)
Mika Meyers	\$	74.00 (bond proceeds consulting)
Baldwin Lumber Co.	\$	378.00 (decorations)
Baldwin Lumber Co.	\$	150.00 (12' Christmas tree)
Meadow Breeze Farms	\$	800.00 (horse & Santa carriage)
Hallack Contracting, Inc.	\$	367,083.75 (contractor payment on W.S.A)
<u>Village of Baldwin</u>	<u>\$</u>	<u>723.98 (water bills)</u>
Total bills		\$379,337.92

A motion to approve the Treasurer’s report, to pay the bills presented, and to approve the transfer from the bond construction fund in the amount of \$375,663.25 was made by Seth Wenger and supported by Jim Truxton. Motion carried by roll call vote. All ayes.

D. **Committee reports:** None

E **Acknowledge Communications:** None

NEW BUSINESS: Jodi Nichols led a presentation regarding a grant opportunity for a guaranteed \$200,000 from the State Land Bank for blight elimination, if applied for by January 31, 2023, and all other criteria of the program are met. The grant would be made to the Lake County Land Bank, provided there is site control by a public entity, with funds available for demolition, debris removal, environmental assessments, and project administration costs.

A motion to go into closed session to discuss the purchase of real estate was made by Seth Wenger, and supported by Darci Maldonado. Roll Call: All Ayes The DDA went into Executive Session at 3:49 p.m. All guests left the meeting room.

The board returned to open session at 4:16 p.m.

A motion that the DDA proceed with negotiations to purchase real estate within the DDA contingent upon procurement of the State Land Bank grant, and that Jane Allison be authorized to sign any and all paperwork necessary for either the grant or the real estate purchase was made by Jim Truxton and supported by Seth Wenger. Motion carried.

A motion to table all items on the “Old Business” agenda was made by Jane Allison and supported by Lamont Hill. Motion carried

A motion was offered by Seth Wenger to adjourn the meeting, supported by Dave Lewellyn. Motion carried. Meeting adjourned at 4:18 p.m.

Meeting Schedule: The next regular DDA meeting will be held December 15, 2022, at the Village office at 3:00 P.M.

Respectfully submitted,

Deborah Smith-Olson, Secretary/Treasurer