

**Village of Baldwin  
Downtown Development Authority  
September 21, 2023, Minutes  
Regular Meeting  
(approved)**

**CALL TO ORDER**

**Roll Call:** Treasurer Debbie Smith-Olson called the Meeting to order at 3:24 PM with board members:

**Present:** Debbie Smith-Olson, Tony Gagliardo, Dave Lewellyn, Lamont Hill, Seth Wenger

**Absent:** Jane Allison, Andy Gremel, Darci Maldonado, Jim Truxton

**Staff:** Robert Toland, DDA Director

**Acknowledgment of Visitors:** None

**GENERAL BUSINESS**

- A. **Approval of Agenda:** A motion was made by Seth Wenger to approve the agenda, supported by Tony Gagliardo. Motion carried.
- B. **Approval of Minutes:** A motion to approve the **August 17, 2023, regular** meeting minutes, was made by Tony Gagliardo and supported by Lamont Hill. Motion carried.
- C. **Treasurers' Report:** Debbie Smith-Olson presented the Treasurer's report through September 21, 2023, indicating a general fund balance of \$290,202.37, with disbursements totaling \$9,515.79, and total income of \$14.56 which included interest income of \$12.48 in the general fund and \$2.08 in the bond fund. The bond fund balance is \$49,048.72.

The following bills were presented for payment:

Consumers Energy	\$ 341.15 (streetlights)
Robert Toland Consulting	\$ 1,200.00 (retainer & meeting fee)
Progressive AE	\$ 4,967.70 (visioning project)
<u>Village of Baldwin</u>	<u>\$ 1,398.69 (water bills)</u>
Total bills	\$ 7,907.54

The water meter at Washington and Michigan is still not working properly.

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

- D. **Committee reports:** Visioning Study Committee reports that the Focus Group meetings are today and that persons unable to attend may contribute via telephone. The scheduled public Open House was well attended.
- E. **Acknowledge Communications:** A letter was received from the Lake County Artist's Collective thanking the DDA for support and acting as fiduciary for the donations.

**PUBLIC COMMENT:** None

**BOARD COMMENTS:** Seth Wenger suggests the DDA may want to consider removing the trip hazard remaining from the light pole that was removed at 8<sup>th</sup> Street and Michigan. This is being referred to the

Village Council.

## **OLD BUSINESS**

- A. **Downtown Vision Project:** No discussion
- B. **902 Michigan Project (Land Bank Grant):** Fishbeck Engineering has completed the hazmat survey of the building, and the County is awaiting the final report before requesting Bids for the demolition.
- C. **Trees, Flowerboxes & Irrigation System:** H2Oasis will be contacted to winterize the irrigation system.
- D. **8<sup>th</sup> Street Upgrade:** No discussion.
- E. **8<sup>th</sup> Street Fish Farm and Dam:** Fishbeck has prepared a proposal for design concepts of the entire 35 acres of the fish farm property and the former DNR property for development as an RV Park.
- F. **Banner Poles:** The DDA will consider alternatives to repairing the banner poles.
- G. **Artist/Mural Display:** No discussion.
- H. **Brown Trout Sculpture:** Repainting of the rusted surfaces of the sculpture is in progress by DeMaat Brothers Painting.
- I. **Budget Amendments:** No discussion.
- J. **Ron Rademacher Podcast:** The podcast will be placed on the Village website.

## **NEW BUSINESS:**

- A. **Michigan Trails Magazine:** The DDA has received an offer to upgrade the advertisement in the magazine to include their website. There was a question about the number of hits the website receives.
- B. **Newly Acquired MDNR Property:** No discussion.

## **ADJOURNMENT**

A motion to adjourn was offered by Seth Wenger and supported by Tony Gagliardo. Motion carried. Meeting adjourned at 4:20 P.M.

Meeting Schedule: The next regular DDA meeting will be held October 19, 2023, at the Village office at 3:00 P.M.

Respectfully submitted,

Robert Toland, Administrator  
for  
Deborah Smith-Olson, Secretary/Treasurer