

**Village of Baldwin  
Downtown Development Authority  
November 16, 2023, Minutes  
Regular Meeting  
(approved)**

**CALL TO ORDER**

**Roll Call:** Chairperson Jane Allison called the Meeting to order at 3:01 PM with board members:

**Present:** Jane Allison, Debbie Smith-Olson, Tony Gagliardo, Dave Lewellyn, Andy Gremel, Seth Wenger, Jim Truxton

**Absent:** Lamont Hill, Darci Maldonado

**Staff:** Robert Toland, DDA Director

**Acknowledgment of Visitors:** Rick Haslock, Joanne Haslock, Jodi Nichols, Meredith Gremel

**GENERAL BUSINESS**

- A. **Approval of Agenda:** A motion was made by Seth Wenger to approve the agenda, supported by Andy Gremel. Motion carried.
- B. **Approval of Minutes:** A motion to approve the **October 19, 2023, regular** meeting minutes, was made by Debbie Smith-Olson and supported by Tony Gagliardo. Motion carried.
- C. **Treasurers' Report:** Debbie Smith-Olson presented the Treasurer's report through November 16, 2023, indicating a general fund balance of \$351,303.22, with disbursements totaling \$69,975.82, and total income of \$29,702.08 which included interest income of \$12.95 in the general fund and \$0.66 in the bond fund. The bond fund balance is \$1,015.65.

The following bills were presented for payment:

Consumers Energy	\$ 359.23 (streetlights)
Robert Toland Consulting	\$ 1,200.00 (retainer & meeting fee)
Progressive AE	\$ 11,167.77 (visioning project)
H 2 Oasis	\$ 810.00 (irrigation winterization)
Village of Baldwin	\$ 298.36 (902 Michigan water)
Village of Baldwin	\$ 1,408.56 (902 Michigan taxes)
DTE	\$ 720.00 (902 Michigan utilities)
Village of Baldwin	\$ 1,161.00 (water bills)
Total bills	\$ 17,124.92

The DDA received the 2023 personal property reimbursement from the State in the amount of \$29,133.13. It was suggested that the DDA reimburse the Village and pay DTE for costs related to the demolition of 902 Michigan. There was discussion about compensation to the Historical Museum and Pompeii's for the use of their properties for the Visioning Project.

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

and supported by Andy Gremel. Motion carried by roll call vote. All ayes.

D. **Committee reports:** None

E. **Acknowledge Communications:** None

**PUBLIC COMMENT:** Rick and Joanne Haslock expressed their support of the concept to pave the “Rails to Trails” from Baldwin to Reed City.

**BOARD COMMENTS:** None

## **OLD BUSINESS**

- A. **902 Michigan Project (Land Bank Grant):** Seven bids for the demolition of the building were received, with Dan’s Excavating of Grant being awarded the contract. However, the cost is significantly greater than what was budgeted. The project was expected to begin November 20 but there is a delay due to the disconnection of utilities. Once demolition begins it should be completed in about 5 weeks.
- B. **Trees, Flowerboxes & Irrigation System:** The downtown trees are being decorated but some of the electrical outlets are not functioning.
- C. **8<sup>th</sup> Street Upgrade:** Bids for the reconstruction of 8<sup>th</sup> street between the new bridge and M-37 will go out soon.
- D. **8<sup>th</sup> Street Fish Farm and Dam:** It was expected that the Land Bank could assist with costs related to the demolition of buildings on the former Fish Farm site. However, this appears to not be the case. Those funds cannot be used on non-public property.
- E. **Downtown Vision Project:** Progressive has requested a change in the date for the Community Open House from November 29 to December 13 to be held at Pompeii’s from 5:00 PM to 7:00 PM. Julie Tschirhart has taken family leave, and the project has been turned over to James Kilborn and Joy Sportel in her absence – along with Suzanne Shultz. A virtual “Teams” meeting was rescheduled with the Steering Committee to Thursday, November 30 at 3:00 PM – 4:00 PM.

**NEW BUSINESS:** None

## **ADJOURNMENT**

A motion to adjourn was offered by Darci Maldonado and supported by Jane Allison. Motion carried. Meeting adjourned at 4:03 PM.

Meeting Schedule: The next regular DDA meeting will be held December 21, 2023, at the Village office at 3:00 P.M.

Respectfully submitted,

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