

**Village of Baldwin
Downtown Development Authority
July 17, 2025, Minutes
Regular Meeting
(approved)**

CALL TO ORDER

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

Present: Jane Allison, Debbie Smith-Olson, Andy Gremel, Darci Maldonado, Harold Nichols, Tony Gagliardo, Joy Parrott, and Seth Wenger

Absent: Josh Johnson

Staff: Robert Toland, DDA Director; Joni Luce, Recording Secretary

Acknowledgment of Visitors: Meredith Gremel

GENERAL BUSINESS

- A. **Approval of Agenda:** A motion to amend the agenda to include the Election of Officers under New Business was made by Seth Wenger, seconded by Darci Maldonado; motion carried. A motion was made by Seth Wenger to approve the amended agenda, seconded by Darci Maldonado. Motion carried
- B. **Approval of Minutes:** A motion to approve the **May 15, 2025** regular meeting minutes was made by Seth Wenger, supported by Andy Gremel. Motion carried.
- C. **Treasurers' Report and Payment of Bills:** Debbie Smith-Olson presented the Treasurer's report through July 17, 2025, indicating a general fund balance of \$402,345.24 (including the \$100,000.00 CD), with disbursements totaling \$52,971.42, and total income of \$27.40, all interest. The largest expenditure was \$38,784.00 to Isenhardt Electric for the balance of the lights and poles replacement. It was noted that the June bills were paid without express board approval, as there was no June Board meeting, but all were either regular expenses or a Board approved contract.
The following bills were presented for payment:

Isenhardt Electric LLC	\$24,865.00	3 new light poles at Museum & move 3 others
Consumers Energy	\$ 237.70	(streetlights)
Robert Toland Consulting	\$ 1,200.00	(retainer & meeting fee)
Village of Baldwin	\$ 1,259.10	(water bills)
Total bills	\$27,561.80	

A motion to approve the Treasurer's Report and pay the bills presented was made by Jane Allison and supported by Seth Wenger. Following a roll call vote the motion carried.

D. Committee reports:

a. Pure Markette Committee: A report on activities was given by Meredith Gremel:
In the first six weeks of the Markette season there has been \$1,350.00 paid out for food assistance vouchers used at the Markette; these are all funded from various programs and

did not come from the operating budget. The click counts for attendance at just one entrance by the Visitor Center averaged from 275-480; this count did not include vendors and workers. The DIY projects were a success, building a raised bed and rain barrels, with several direct sales resulting. Building a compost bin scheduled for July 30th. Also upcoming in July are Seniors Day on 7/23, and Stuff the Bus to benefit Baldwin Schools. Harold noted that the DNR had a bat house give-away and this would also be a good fit for the Markette give-away.

b. Streetscape: Andy reports the project is moving forward. MDOT funding \$1 Million for the crosswalk/traffic calming project, with an angled crosswalk from Jones' Ice Cream to Shoeys Log Bar. MDOT is trying to include approximately \$11,000.00 in funding for a safe island/median in the center of the street; this would be a temporary island to be removed in the winter. Andy suggested that if the project was not funded that the DDA consider paying for the safety island. Also received funding for the sidewalk to Prospect Street, with a crosswalk, that would be 6' wide with the exception of a 5' wide section where room is limited. This funding, \$3 Million over 3 years, was received as Baldwin was the only applicant ready to proceed. MDOT also discussed the Roundabout planned for W.US10 & N.M37 intersection scheduled for 2030, with shoulder paving; other possible future projects are a Roundabout at E. US10 & S.M37 and a sidewalk at the Sheriff's office/Courthouse.

E. Acknowledge Communications: None

PUBLIC COMMENT: None

BOARD COMMENTS: None

OLD BUSINESS

A. Trees, Flowerboxes & Irrigation System: Andy noted that the sculpture park and flower boxes looked very nice, all agreed. Seth said it would probably be fall before the banner poles and footings were ready for use.

B. 8th Street Upgrade: Harold reported that this project is done and looks good.

C. Ideas for the next project: Andy said the traffic calming project is moving forward when MDOT is ready. Harold suggested exploring funding for business owners to make repairs or beautification projects as this was the main concern they had when he was canvassing them in regards to the Match on Main grant, which that program did not cover. Bob will check into guidelines, etc. on being able to offer/find funding for repairs/beautification projects. Harold also mentioned the tornado/fire warning siren that the Webber and Pleasant Plains Fire Dept. are seeking help with funding; it is a worthwhile project and should be inexpensive. Seth said that since the museum is not interested in hosting security cameras, that will not be considered going forward. The sound system is something the DDA had hoped to fund soon.

D. Match on Main program: The State pushed back the decision to the end of July.

E. Security/Trail Camera/Sound System/Museum: See item C above.

F. Fleis & Vandenbrink Proposal: Bob said he had sent the signed contract back two weeks ago and had not heard back. He left another message this morning but still had not heard anything. Darci indicated that she was not comfortable with going forward with using this

company; Bob said the Board had decided during the last meeting to go forward and the contract was signed. If they did not respond soon, however, he would revisit their interest.

NEW BUSINESS:

- A.** A resolution is needed to authorize signers on the Pure Markette checking account. A motion to authorize adding Meredith Gremel to the P.M. checking account along with the four current general account signers of Jane, Darci, Debbie and Theresa Lamb-Rockey was made by Seth Wenger and seconded by Jane Allison. Motion carried.
- B.** Election of Officers: Jane opened the floor for nominations. Harold questioned why there was no advance notice of needing to elect officers prior to the meeting. The By-laws state that election is to take place in June, but there was no June meeting. After a brief discussion the existing officers accepted nominations to be re-elected. A motion to re-elect all officers in the same roles was made by Seth Wenger, seconded by Harold Nichols. Motion carried. Officers remain as: Jane Allison, Chair; Darci Maldonado, Vice-Chair; Debbie Smith-Olson, Secretary/Treasurer.
- C.** Jane was approached by Karen Peterson (Sounds of the Forest/Wenger Pavilion) that the bunting in front of the pavilion looks very shabby and that new bunting is on hand and just needs to be put up. She suggested asking the road commission to help with replacement as they have a lift. Jane is willing to research finding one to use if they cannot help. Harold suggested that the DDA and the Village purchase a lift together, since employees cannot be on a ladder over 5' in the air. Jane Allison made a motion, supported by Seth Wenger, to investigate whether the Village Board would be interested in purchasing and sharing a lift on a 50/50 split and getting quotes on various lifts. It is desired that the lift be electric, with an ability to drive short distances and a trailer to move longer distances.
- D.** Harold informed the Board that the Pickleball court as a park project has enough funding for the cement and nets, but there isn't enough grant money to include painting the court. The DDA may want to consider funding the painting of the court.

ADJOURNMENT

A motion to adjourn was offered by Seth Wenger and supported by Harold Nichols. Motion carried. Meeting adjourned at 3:45 PM.

Meeting Schedule: The next regular DDA meeting will be held August 21, 2025, at the Village office at 3:00 P.M.

Respectfully submitted,

Joni Luce, Recording Secretary
for
Deborah Smith-Olson, Secretary/Treasurer