

CLAM LAKE TOWNSHIP DDA MEETING AGENDA
Wednesday, December 16, 2020, Virtual Meeting - 7:45am

- I. Call to Order
- II. Public Comment
- III. Reports of Officers
 - A. Secretary's Report
 - 1. Minutes from Regular Meeting August 19, 2020 DDA Meeting (Action item)
 - 2. Minutes from Closed Session of August 19, 2020 DDA Meeting (Action item)
 - B. Treasurer's Report
 - 1. Copy of FY 2020/2021 Compilation Report, August Financials
 - 2. August and September and October Bank Statements
 - 3. Copy of Deposit slips from Tax Capture in the amounts of \$5,435.15; \$5,053.29 and \$28,491.51 as well as for \$3,894.18 from the Local Stabilization Authority (personal property tax)
 - 4. Copy of Auto-Pay bills:
 - a. Consumers Statement for August in the amount of \$107.49; September in the amount of \$128.63; November in the amount of \$128.99 and December in the amount of \$161.55.
 - b. Baird Cotter & Bishop July, August, September and October Invoices for Financial Services in the amount of \$140.00 each.
 - 5. Copy of Township's invoice showing August and September mowing along sidewalk for \$125.00 each was reimbursed to the Township.
 - 6. Invoice from Adkins Electric for service done in January that we were not billed for in the amount of \$154.90 that I authorized payment for. Additional invoice for service performed 11/24/2020 to change photo eye on light poles in the amount of \$92.90 (Action item)
 - 7. Invoice to the Township from Gosling Czubak for the Sewer/Water Study. Township was reimbursed \$2,150. Additional invoice in the amount of \$1,465 with \$1,115 to be reimbursed to the Township as the Township approved \$2,500 cost sharing.
 - 8. Director seeking authorization to pay III Season Lawn Care Invoice for mowing the hill in front of the Welcome Sign in amount of \$150.00 (Action item)
 - 9. Invoice from Baird, Cotter & Bishop in the amount of \$1,000 for Audit and State Tax Commission form prep (Action item)
 - C. Executive Director's Report
 - 1. Township Board Meeting Agenda from September 14, 2020; October 12, 2020; November 9, 2020 Board Meeting was cancelled and December 14, 2020 to be virtual.
- A. Marketing and Promotions (Members: Chair Snider; Members: Winkle, Carroll, Himes)
- B. Strategic Planning (Chair Vacant; Members: Winkle, Himes)
- C. Land Use (Chair Winkle; Members: Anderson, Kleinsorge)
- D. Beautification (Chair Kitler; Members: Anderson, Kleinsorge, Snider)
- V. Special Orders
- VI. Unfinished Business and General Orders
 - A. Welcome Sign Update - Project complete and MDOT has closed it out. Lights still need to be adjusted so can read all letters on sign
 - B. Zoning Ordinance - New Road Specs adopted, Road Commission to send me a copy.
- VII. Old Business:
 - A. DDA Utility Update
 - B. DDA Board Vacancy plus Members Winkle, Kleinsorge and Dunaway's terms expire December 31, 2020. Still need to fill Lueder's spot.
 - C. Pioneer - Property Maintenance Code Violation Notice has been served, 20 days to appeal to the Township Board date has passed

- VIII. New Business:
 - A. DDA Audit
- IX. Announcements:
 - A. Next Meeting - **Wednesday**, January 20, 2021 at 7:45 a.m.
- X. Adjournment