



CLAM LAKE TOWNSHIP DDA – REGULAR MEETING MINUTES
June 15, 2022

Chairperson Snider called the June 15, 2022 Regular Meeting for the Downtown Development Authority of Clam Lake Township to order at 8:01 a.m. This meeting was held at Clam Lake Township Hall in Cadillac, MI. The following Board Members were in attendance: Pat Carroll, Secretary/Treasurer; Scott Kleinsorge, Vice-Chair; Steve Kitler, Township Supervisor; Julie Snider, Chairperson; Jennifer Davis, Member; Brian Potter, Member; Drew Rummel, Member. Members Absent: Josh Trust, Member; Jeremy Winkle, Member.

Others Present: Mike McGuire and Robb Munger

PUBLIC COMMENT: None

APPROVAL OF THE AGENDA: Motion by Supervisor Kitler supported by Vice-Chair Kleinsorge to approve the agenda as presented. Motion carried.

APPROVAL OF THE MINUTES: Motion by Vice-Chair Kleinsorge supported by Member Carroll to approve the May 18, 2022 meeting minutes as presented. Motion carried.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES:

Treasurer's Report:

Secretary/Treasurer Carroll reviewed the regular items included in the meeting packet such as copies of the: May 2022 Financials and May Bank Statements, and April autopay statement invoice from Baird, Cotter & Bishop for \$150.00.

Director Warda stated there is a copy of an invoice from Baird, Cotter & Bishop for State Tax Form 5176 Prep in the amount of \$255.00. Motion by Supervisor Kitler supported by Member Rummel to approve paying the invoice. Motion carried.

Executive Director's Report

Director Warda stated that the copy of the Township Board's June 13, 2022 Meeting Agenda is included in the meeting packet.

- a. McGuire/Munger Rezone/Utility Update – Supervisor Kitler stated that he had a utility meeting last Friday with Mr. McGuire and Mr. Munger to talk about different alternatives and cost share. He said Mr. Munger's expectation is that anything to get the connection to him, the DDA or Township would pay, and he would just do the stuff in his development. Supervisor Kitler said he peeled off the interior work versus the public work to arrive at the figures provided in the email. He said the pump station in the Mackinac Trail Right-of-Way is 1.2 M, a figure he doesn't feel the Township Board would support. He reminded the DDA

Board that Members Kleinsorge and Winkle are on the committee for this project. Supervisor Kitler stated that it's about \$440,000 to get to Mitchell, to run pipe down the right-of-way and that a metered station is part of the agreement.

Vice-Chair Kleinsorge stated that the committee met at Prein-Newhoff and the line in front of the Social Security Office would be gravity from there down. He said the City felt there is capacity unless something came along.

Mr. Munger responded that the DDA will get the tax revenue. Supervisor Kitler added that the capture in on the new. Mr. Munger said he got a \$200-300,000 tax estimate from the assessor. Zoning Administrator stated that the DDA captures the County and the Township's operating millage not the state nor the schools or special assessments/millages.

Vice-Chair Kleinsorge stated that the DDA will be spending about half its fund balance on the Pioneer.

Director Warda stated that the DDA captures about \$70,000 a year.

Supervisor Kitler said a simple connection at Mitchell doesn't have a pump station.

Mr. Munger said he would probably have to have a pump station on the west portion of his property.

Mr. Munger stated that there will not be any tax revenue on the Pioneer. Director Warda stated that the Pioneer would go back on the roll when redeveloped.

Mr. Munger stated that the DDA is here to help develop property and you have money in the bank. He said he wants to develop his property, but needs help, adding that he is frustrated. He suggested redoing the agreement so he can annex if you don't want to help so he can move forward.

Member Potter asked what is the minimum standard to get the utilities to the property. Supervisor Kitler responded \$440,000.

Discussion followed.

Vice-Chair Kleinsorge asked if the DDA is willing to provide infrastructure and questioned if we would put a pump station at Mackinaw Trail. He added that we would need an easement and the wet area may need to be moved.

Supervisor Kitler responded that he would need to talk to an attorney reference public versus private development.

Member Carroll stated he thinks it is time to do it.

Mr. Munger stated that interest rates are going up, so there will be a slower build out.

Member Potter said he doesn't think it is fair to have the developer pay the \$1.2M. He said let's make a decision if we are going to supply to the Munger site.

Supervisor Kitler stated that it would be sized to go further south. He said he can talk to the attorney about financing.

Vice-Chair Kleinsorge said say we need \$500,000, we have \$300,000. He questioned if the Township could loan the DDA the money & the DDA pay them back. He asked what can we do quick, not USDA as that takes too long.

Supervisor Kitler suggested asking the developer to pay the difference.

Mr. Munger suggested he buy the Pioneer for \$150,000 after the DDA razes it and then the DDA wouldn't have a dead property.

Supervisor Kitler said he will check with the committee's availability.

Mr. Munger stated that he wouldn't get going until next year.

Supervisor Kitler stated that the attorney suggests a checklist for the development agreement.

Motion by Vice-Chair Kleinsorge supported by Member Potter to start a development agreement with Mr. Munger's company, the DDA and the Township as the DDA's goal is for development. He added once the agreement is signed and in place, the DDA to provide infrastructure to the best location once engineering determines locale. Motion carried.

Supervisor Kitler stated that it is all about the money, that the Township Board is supportive of the project. He added that the development agreement needs to be completed before the sewer ordinance.

- b. DDA Budget – Director Warda stated that the Township Board approved the DDA Budget at its June 13, 2022 Board meeting. She said that the Auditor requires the DDA formally approve forwarding the 2-mills for fire protection to the Township. Motion by Vice Chair Kleinsorge supported by Member Carroll to adopt the 2022/2023 FY DDA Budget and approve forwarding the 2-mill fire protection millage back to the Township. Motion carried.

Committees:

Marketing – Chairperson Snider; Members Winkle & Carroll, vacancy.

Strategic Planning Committee – Chair Vacant; Members Winkle, vacancy No report.

Land Use – Chairperson Winkle; Supervisor Kitler, Member Kleinsorge. No report.

Beautification - Chairperson Kitler; Members Kleinsorge, Snider; vacancy. No report.

The Board requested that the Committee Vacancy item be deferred to the next agenda.

Under Beautification, Director Warda requested authorization to solicit bids for power washing and sealing the Islands as it has been 5 years. Motion by Vice-Chair Kleinsorge supported by Chair Snider to solicit contractors to clean, seal, fix, repair and caulk the Islands. Motion carried.

SPECIAL ORDERS: None

UNFINISHED BUSINESS AND GENERAL ORDERS: None

OLD BUSINESS:

- A. Land Purchase Update

Director Warda stated that the Environmental (Phase I) and the Asbestos Survey for the Pioneer have been completed and that a Phase II is required. Motion by Supervisor Kitler supported by Vice-Chair Kleinsorge to approve \$2,905.00 for the Phase II and \$2,400 if a Due Care Plan is required. Motion carried.

NEW BUSINESS: None

Motion by Vice-Chair Kleinsorge supported by Supervisor Kitler to adjourn. Motion carried.
Meeting adjourned 9:11 a.m.

NEXT MEETING DATE AND TIME: Wednesday, July 20, 2022 at 8:00 a.m.

Cindy Warda, Executive Director