



CLAM LAKE TOWNSHIP DDA – REGULAR MEETING MINUTES
July 17, 2023

Chairperson Snider called the July 17, 2023 Regular Meeting for the Downtown Development Authority of Clam Lake Township to order at 7:30 a.m. This meeting was held at Clam Lake Township Hall in Cadillac, MI. The following Board Members were in attendance: Julie Snider, Chairperson; Drew Rummel, Member; Pat Carroll, Secretary/Treasurer; Steve Kitler, Township Supervisor; Brian Potter, Member; Jennifer Davis, Member; Scott Kleinsorge, Vice Chair. Members Absent: Jeremy Winkle, Member; Josh Trust, Member

PUBLIC COMMENT: None.

APPROVAL OF THE AGENDA: Director Warda requested adding lawn service invoice for \$300 under B(3)(c) and Pioneer legal work on listing in amount of \$697.50 under B(3)(d). Motion by Supervisor Kitler supported by Member to approve the agenda as amended. Motion carried.

APPROVAL OF THE MINUTES: Motion by Member Carroll supported by Member Rummel to approve the June 21, 2023 meeting minutes as presented. Motion carried.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES:

Treasurer's Report:

Director Warda reviewed the regular items included in the meeting packet such as copies of the: June Bank Statements; May autopay statement invoice from UHY (formerly Baird, Cotter & Bishop) for \$160.00; June Autopay statement invoice from Consumers for \$100.64.

Director Warda requested authorization to reimburse the Township \$9,565.50 for 50% of demolition expenses over grant amount. Motion by Vice-Chair Kleinsorge supported by Member Rummel to approve the request. Motion carried.

Director Warda requested reimbursement for RoundUp purchase in the amount of \$45.92. Motion by Vice-Chair Kleinsorge supported by Member Rummel to approve the request. Motion carried.

Director Warda requested reimbursement to the Township for lawn services in the amount of \$300.00. Vice-Chair Kleinsorge supported by Member Rummel to approve the request. Motion carried.

Director Warda requested payment to Mika Meyers for legal services for Pioneer listing in the amount of \$697.50. Vice-Chair Kleinsorge supported by Supervisor Kitler to approve the request. Motion carried.

Executive Director's Report

Director Warda stated that a copy of the Township Board's July 10, 2023 meeting agenda is included in the packet. She gave an update on the Eldorado rezone request which was denied as the request went against the Master Plan.

Committee Reports:

Marketing – Chairperson Snider; Members Winkle, Carroll, and Trust. No Report.

Strategic Planning Committee – Chair Winkle; Members Potter and Rummel. No Report.

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

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

SPECIAL ORDERS: None

UNFINISHED BUSINESS AND GENERAL ORDERS: None

OLD BUSINESS:

- A. Island Light Pole Update – Director Warda stated that she is waiting to hear from Atkins about the cost to replace the pole and will check with the insurance company if they can go after the driver for reimbursement.

NEW BUSINESS:

- A. Pioneer Survey LCM Invoice – Vice-Chair Kleinsorge presented the survey which shows approximately 15' of Aten's gravel driveway is on the Pioneer parcel. Discussion followed on the survey results. Motion by Vice-Chair Kleinsorge supported by Member Rummel to approve paying the \$950 survey invoice. Motion carried.
- B. Welcome Sign Maintenance - Vice-Chair Kleinsorge stated that he had Schepers Masonry take a look at the Welcome Sign. He said they recommended sealer this year (\$2500) and then every three (3) years. They recommend grinding out the joints and caulking (\$2500). Motion by Vice-Chair Kleinsorge supported by Chair Snider to approve the sign maintenance quote for sealing in the amount of (\$2,500) and put the grinding out the joints and caulking in the next fiscal budget. Motion carried. Vice-Chair Kleinsorge will check the contractor's schedule.

ANNOUNCEMENTS: None

NEXT MEETING DATE AND TIME: Wednesday, August 16, 2023 at 7:30 a.m.

ADJOURNMENT: Motion by Vice-Chair Kleinsorge supported by Member Carroll to adjourn. Motion carried. Meeting adjourned at 7:56 a.m.

Cindy Warda, Executive Director