



CLAM LAKE TOWNSHIP DDA – REGULAR MEETING MINUTES
June 21, 2023

Chairperson Snider called the June 21, 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; Jeremy Winkle, Member; Drew Rummel, Member; Pat Carroll, Secretary/Treasurer; Steve Kitler, Township Supervisor; Brian Potter, Member; Scott Kleinsorge, Vice Chair. Members Absent: Jennifer Davis, Member; Josh Trust, Member

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 Winkle to approve the May 17, 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: May Bank Statements; April autopay statement invoice from Baird, Cotter & Bishop for \$160.00; May Autopay statement invoice from Consumers for \$96.68.

Director Warda requested authorization to reimburse the Township \$300.00 for DDA mowing. Motion by Vice-Chair Kleinsorge supported by Member Rummel to approve the request. Motion carried.

Director Warda requested ACH authorization for Baird Cotter & Bishop regarding the invoice for \$340.00 for prep & submission of State Form 5176. Motion by Member Winkle supported by Member Carroll to approve the ACH payment. Motion carried.

Director Warda requested payment to Otwell Mawby for project management and report for the Pioneer Demo in the amount of \$13,340.00. She said that the Township approved up to \$200,000 and paid \$134,650 to Bay Area Demolition and \$61,150 to Mid-State Asbestos. She said that leaves \$32,581 to split over the grant amount of \$163,219. She said the \$13,450 payment by the DDA will leave \$2,840.50 owed to the Township from the DDA to cover 50% of the balance over the grant amount. Motion by Member Winkle supported by Supervisor Kitler to approve the payment to Otwell Mawby. Motion carried.

Executive Director's Report

Director Warda stated that a copy of the Township Board's June 12, 2023 meeting agenda is included in the packet which she added was mostly annual budget items.

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 Market Info – Supervisor Kitler stated it is a free market, that a development agreement would guarantee that the proposed use is consistent with zoning. He added that his prospective is to be upfront on the listing, what our constraints are. He said we can be discriminating except for protected classes.

Member Carroll felt we can list it for what we want and let zoning handle it. Member Winkle agreed.

Motion by Member Potter supported by Vice-Chair Kleinsorge to list the Pioneer Property at \$399,000 with language to promote DDA development within the current zoning in the listing agreement and Chair Snider or Vice-Chair Kleinsorge to sign the listing agreement. Motion carried.

Discussion followed on a survey as Director Warda provided County GIS mapping that indicates that Aten is utilizing part of the Pioneer property. Motion by Vice-Chair Kleinsorge supported by Member Carroll to contact LCM regarding a minimum four corner survey. Discussion followed on full survey based on price difference between 4 corner and full stake survey. Motion carried.

- B. DDA Budget 2022/23 FY – Motion by Member Winkle supported by Member Potter to approve the 22/23 FY DDA Budget adjustments as presented by the Director. Motion carried.

ANNOUNCEMENTS: None

NEXT MEETING DATE AND TIME: Wednesday, July 19, 2023 at 7:30 a.m.

ADJOURNMENT: Motion by Member Potter supported by Chairperson Snider to adjourn. Motion carried. Meeting adjourned at 8:21 a.m.

Cindy Warda, Executive Director