



CLAM LAKE TOWNSHIP DDA – REGULAR MEETING MINUTES
August 16, 2023

Vice-Chairperson Kleinsorge called the August 16, 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: Jeremy Winkle, Member; Drew Rummel, Member; Pat Carroll, Secretary/Treasurer; Brian Potter, Member; Scott Kleinsorge, Vice Chair. Members Absent: Josh Trust, Member; Julie Snider, Chairperson; Steve Kitler, Township Supervisor; Jennifer Davis, Member

PUBLIC COMMENT: None.

APPROVAL OF THE AGENDA: Motion by Member Winkle supported by Member Potter to approve the agenda. Motion carried.

APPROVAL OF THE MINUTES: Motion by Member Carroll supported by Vice-Chair Kleinsorge to approve the July 19, 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: July Bank Statements; bank deposit slips from tax recapture dated 7/19/2023 in amount of \$3,528.47 and 8/2/2023 for \$4,178.67; June autopay statement invoice from UHY (formerly Baird, Cotter & Bishop) for \$160.00; July Autopay statement invoice from Consumers for \$93.54.

Director Warda requested payment to the Cadillac News for annual web hosting in the amount of \$480.00 which is same as last year. Motion by Member Potter supported by Member Winkle to approve the request. Motion carried.

Discussion followed regarding Board approval for routine bills such as lawn mowing. Motion by Member Potter supported by Vice-Chair Kleinsorge for Director to pay the routine bills as per the budget. Motion carried.

Executive Director's Report

Director Warda stated that a copy of the Township Board's August 14, 2023 meeting agenda is included in the packet. She gave an update on the former MDOT excess land parcel that was sold to a private individual and that was currently unzoned. She said both the Planning Commission and Township Board approved Forest-Recreational zoning for said parcel consistent with the adjacent parcels.

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 Atkins is meeting with the Township Supervisor today to check out the lamp post parts in the cemetery shed to see what we need to get the light pole back in service.

NEW BUSINESS:

- A. Pioneer Survey Encroachment – Director Warda asked for input from the Board regarding the 15’ driveway encroachment from Aten. She stated that she would like to have Aten paint his building and replace the broken windows for the land. She said she ran the concept by the Township Attorney. Discussion followed on the survey results. Motion by Member Winkle supported by Member Potter for the Director to contact Mr. Aeten regarding the maintenance issues as discussed as well as any survey change and legal costs for the triangular portion along Mackinaw Tr. Motion carried.

ANNOUNCEMENTS: None

NEXT MEETING DATE AND TIME: Wednesday, September 20, 2023 at 7:30 a.m.

ADJOURNMENT: Motion by Member Potter supported by Member Winkle to adjourn. Motion carried. Meeting adjourned at 8:04 a.m.

Cindy Warda, Executive Director