



CLAM LAKE TOWNSHIP DDA – REGULAR MEETING MINUTES
January 17, 2024

Vice-Chairperson Kleinsorge called the January 17, 2024 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: Brian Potter, Member; Drew Rummel, Member; Pat Carroll, Secretary/Treasurer; Scott Kleinsorge, Vice Chair; Steve Kitler, Township Supervisor. Members Absent: Julie Snider, Chairperson; Josh Trust, Member; Jeremy Winkle, Member

PUBLIC COMMENT: None.

APPROVAL OF THE AGENDA: Motion by Supervisor Kitler supported by Member Carroll to approve the agenda as amended. Motion carried.

APPROVAL OF THE MINUTES: Motion by Supervisor Kitler supported by Vice-Chair Kleinsorge to approve the December 13, 2023 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: November Financials; November and December Bank Statements; November autopay statement invoice from UHY (formerly Baird, Cotter & Bishop) for \$160.00; December autopay statement invoice from Consumers for \$149.94 and January for \$151.65.

Executive Director’s Report

1. Director Warda stated that a copy of the Township Board’s January 8, 2024 meeting agenda is included in the packet.

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 Vacant. No report.

The DDA Board appointed Member David Vigne to the vacancy on the Beautification Committee to take the place of Jennifer Davis.

SPECIAL ORDERS: None

UNFINISHED BUSINESS AND GENERAL ORDERS: None

OLD BUSINESS:

- A. Pioneer Survey Encroachment – Director Warda stated that at the last DDA Meeting, the DDA passed a motion that Aten’s would pay \$3,500 for the land; pay legal & survey costs and plant trees in the opening similar to what is currently planted as a buffer. She said that Greg Bosscher would do the Purchase Agreement at no charge as he will be listing the balance of the property. She said the survey update from LCM is \$450.00 and Greg estimated the closing costs at \$500 plus \$125 for the Quit Claim Deed. She said she will contact Mr. Aten today about the estimated costs. Motion by Member Potter supported by Vice-Chair Kleinsorge to have the Director contact Mr. Aten and get the process underway if Mr. Aten is on-board. Motion carried.

NEW BUSINESS:

- A. AES 2023 Annual Report. Director Warda provided a hard copy of the AES Annual Report that she previously emailed. Member Carroll asked if we are under a 3-yr contract. Director Warda responded that she believed so and that AES was instrumental in the Township scoring the Blight Grant for the Pioneer.
- B. DDA Sewer/Water Discussion – Vice-Chair referred to the Prein & Newhof correspondence regarding water service connection from the City to the proposed surgical center. The estimated construction cost is \$600,000 with construction engineering at \$68,000.
 - Supervisor Kitler stated that an “Authority” is not needed.
 - Vice-Chair Kleinsorge said he went with P & N, as Connie is the City Engineer. He added that Mike McGuire contacted him as there is renewed interest in the 70 acres that his Dad owns.
 - Member Carroll stated that we need to know Munson’s intentions. That we need a Development Agreement and need to know tax status.

ANNOUNCEMENTS: None

NEXT MEETING DATE AND TIME: Wednesday, February 21, 2024 at 7:30 a.m.

ADJOURNMENT: Motion by Member Rummel supported by Supervisor Kitler to adjourn. Motion carried. Meeting adjourned at 8:02 a.m.

Cindy Warda, Executive Director