

**VILLAGE OF ALMONT**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**MEETING MINUTES**

**September 23, 2009**

**Members Present:** D. Schumacher, M. Knapke, F. Smith, M. Breen, S. Schneider, C. Kinkade, C. Marsh, M. Harmon, D. Sadler

**Members Absent:** J. Henderson

**Others Present:** N. Boxey

**Guests:** 8

Meeting was held at the Almont Municipal Building.

The meeting was called to order at 7:00 p.m. by Chairperson D. Schumacher

**Additions/Deletions to Agenda:**

Bills payable additions: Jay's Septic (\$75.00), Verizon (\$73.97), Redd Electrical (\$530.17), North Branch Rent-All (\$3,082.85), Standard Office Supply (\$64.56), Lapeer County Health Department (\$163.00)

D. Schumacher began the meeting by welcoming Christie Kinkade as a new member of the Almont DDA Board of Directors.

**Approval of Minutes:**

Motion by S. Schneider, supported by C. Marsh to accept the minutes of the August 26, 2009 meeting as presented. Motion carried unanimously.

**Approval of Bills Payable:**

Motion by F. Smith, supported by C. Marsh to approve bills payable.

1. Toth Properties	\$600
2. Nancy Boxey	\$30.00
3. ABC Signs	\$500.00
4. Sherri Rodgers	\$300.00
5. Yard Services	\$200.00
6. Village of Almont	\$403.40
7. Flying Colours	\$620.00
8. Village of Almont	\$19.99
9. Redd Electrical	\$1,876.68
10. Almont Hardware	\$206.27
11. DTE Energy	\$36.80
12. Universal Sound Production	\$75.00
13. Western Surety Co.	\$50.00
14. Village of Almont	\$149.45
15. Scott's Lawn Maint.	\$275.00
16. Verizon Wireless	\$60.07
17. Muir Bros. Funeral Home	\$1,500.00
18. View Newspapers	\$114.00

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19. Consumers Power	\$7.11
20. Michigan Downtown Conf.	\$160.00
21. Jay's Septic Tank Service	\$75.00
22. Verizon	\$73.97
23. Redd Electrical	\$530.17
24. North Branch Rent-All	\$3,082.85
25. Standard Office Supply	\$64.56
26. Lapeer County Health Deptmt	\$163.00

Total to be approved: \$ 11,173.32

Motion carried unanimously.

**Treasurer's Report:**

The monthly Statement of Revenues and Expenses was reviewed for August. Treasurer C. Marsh discussed that the yearly audit was conducted and the auditors were pleased with the DDA financial records. The DDA fund balance at this time is \$173,813.02.

Motion by S. Schneider, supported by C. Kinkade to accept the Treasurer's Report as presented. Motion carried unanimously.

**Director's Report**

N. Boxey provided updates on various DDA projects and activities for the month of August.

**Resolution Authorizing the Sale of 125 N. Main Street**

S. Schneider discussed with the Board the requirement by the title company handling the sale of 125 N. Main for a formal resolution by the DDA Board authorizing the sale of the property to Toth Properties for the amount of \$125,000.

Motion by C. Kinkade, supported by M. Harmon to accept and pass the resolution authorizing the sale of 125 N. Main to Toth Properties as presented. Motion carried unanimously.

**Spooky Time Bash**

N. Boxey discussed with the Board the desire by the Almont Area Chamber of Commerce and Almont Lion's Club to partner and co-sponsor the annual event. Board members had previously discussed not holding this event due to budget concerns. N. Boxey has received feedback from many in the community that this event would be missed and has been a part of downtown Almont for 11 years.

Motion by D. Sadler, supported by C. Kinkade to have the Almont DDA co-sponsors the Spooky Time Parade with a total cost to the DDA not to exceed \$500 and to direct N. Boxey to coordinate this event. Motion carried unanimously.

**Façade Improvement Grant Applications**

Motion by M. Knapke, supported by M. Harmon to approve a Façade Improvement Grant for R & R Sports in the amount of \$4,700. Motion carried unanimously

The grant application received from Kamego Chiropractic Clinic was reviewed and deemed to be incomplete at this time. N. Boxey to discuss additional requirements with the applicant. No action taken.

**MEDC Fire Hall Economic Impact Planning Grant Study**

N. Boxey provided an update as to the status of the MEDC grant. At this time a formal NOI (Notice of Intent) was submitted. Should the DDA received approval at this stage; we will be invited to submit a formal application for funding.

**Fall Heritage Festival**

N. Boxey provided an update on the current schedule of events, logistics and planning of this event. Concerns with the Health Department guidelines for food vendors were discussed.

**Team HALO Community Visit**

N. Boxey provided a status of the planning and promotion for this event. Brochures were distributed to Board members and they were encouraged to help promote this event to local business owners. Food for the luncheon and evening reception to be provided by Almont DDA business owners.

N. Boxey asked for Board assistance in the helping to coordinate the luncheon and evening reception. C. Marsh, D. Schumacher, M. Breen and C. Kinkade offered their assistance.

**Public Comment**

J. Pewinski from Yard Services discussed with the Board the need to extend his contract for winter snow plowing for the third and final year as permissible under the language of his current contract. He stated that it was imperative that the Board act this evening as he needs to lock in his winter salt prices today. Board members questioned the need for urgency and why this hadn't been put to them earlier. N. Boxey discussed that she was not prepared to bring this to the Board as an action item as there may be a need to possible extend the plowing/salting services to include sidewalk maintenance.

J. Pewinski stated that the rate for the 2009/2010 winter season would remain at the original 2007/2008 prices and the same contract would remain in place. A formal contract or statement was not presented to the Board.

Motion by M. Harmon, supported by F. Smith to extend the snow plowing contract with Yard Services for the 2009/2010 season as originally signed in 2007/2008 with all rates and services provided to remain in effect.

Motion carried: Ayes – 8, Nays -0, Abstentions – 1 (M. Breen)

Meeting was adjourned at 8:35 pm

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Steve Schneider, Secretary

Nancy Boxey  
DDA Director  
September 23, 2009