

VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
February 28, 2018 at 7:00pm
Almont Municipal Offices

Members Present: T. Roach, J. Nuculovic, M. Breen, T. Pepper, S. Schneider, T. Antonelli, M. Bohm

Members Absent: M. Schneider, L. Zarate

Guests Present: T. Wearing, T. Pewinski, P. Alfonsi

Meeting was held at the Almont Municipal Building

The meeting was called to order at 7:07pm. by Chairperson T. Roach

Additions/Deletions to Agenda:

Bills Payable:	Village of Almont (Office Phone)	\$39.98
	Village of Almont (Operating Supplies – Salt)	<u>53.94</u>
	TOTAL:	\$93.92

New Business:

- 1) Replacement of Backflow Unit
- 2) FOIA Request – Scott's Lawn Maintenance
- 3) Removal of T. Roach from Bank Accounts

Old Business:

- 1) DDA sidewalks and snow removal

Communications: None

Public Comments:

Almont Township resident P. Alfonsi spoke regarding the Medical Marijuana Facilities Licensing Act (MMFLA). She would like the Downtown Development Authority to put an Ordinance together limiting only 1 building to be used for MMFLA purposes. S. Schneider stated that the DDA does not have the authority to create an Ordinance. In order for an Ordinance to be put into place, this would be done through the Village Council.

Approval of Minutes

Motion by S. Schneider, supported by T. Pepper, to accept the minutes from the January 24, 2018 Regular Board Meeting. Motion carried unanimously.

Approval of Bills Payable:

1) Village of Almont (119 W. St. Clair – Street Lights)	\$ 191.02
2) Village of Almont (116 E. St. Clair – Street Lights)	\$ 192.81
3) Village of Almont (5 no overnight parking signs)	\$ 217.50
4) Village of Almont (DDA Wages 12/17-1/13/18)	\$1,072.52
5) Village of Almont (DDA Workmen'sComp)	\$ 37.22
6) Yard Services (Snow/Salt 1/3/18-1/30/18)	\$4,580.00
7) Kim Schall (Stamps for Ribbon Cuttings)	\$ 100.00
8) Kim Schall (February Phone Bill)	\$ 30.00
9) Village of Almont (Office Phone Bill)	\$ 29.88

Total to be Approved: \$6,450.95

Motion by T. Pepper, supported by S. Schneider, to approve the bills payable in the amount of \$6,544.87 which includes the addition \$93.92. Motion carried unanimously

Treasurer's Report:

Motion by S. Schneider, supported by T. Pepper to accept the Treasurer's Report with a bank balance of \$363,793.65 for the period ending February 28, 2018. Motion carried unanimously.

Director's Report:

K. Schall updated the Board on the status of activities that are coming up in the Village. She also updated the status of the Heritage Festival as well as the status of the snowplowing/salting of the downtown business sidewalks. The DDA will be looking for volunteers to help with the Heritage Festival.

New Business:

A. Ribbon Cutting for 215 N. Main Street - State Farm

Ribbon Cutting for State Farm has been scheduled for Tuesday, April 3, 2018 at 11:00am

B. LED Lights in the CBD - DTE

Director Schall spoke to Village Manager, M. Connors as to the status of applying for a Grant for the replacement of the lights in the CBD to LED with a Grant from DTE. M. Connors stated that he has sent a number of e-mails to DTE and has not received anything in return.

It was the consensus of the Board for DDA Director to get a proposal/quote from RCI Electrical Contracting to replace remaining lights in the CBD to LED.

C. Approval of 2018 Proposal for Planters in the CBD

DDA Director presented the 2018 proposal for the Downtown Planters.

Motion by M. Bohm, supported by S. Schneider to approve the 2018 proposal/quote from American Tree in the amount of \$7,320.00. Motion carried unanimously

D. Heritage Festival

Director Schall reported that the bands have been booked. Vendor forms are nearly completed and The Classic Car Show is on schedule. Will be setting up meetings to start the planning and coordination.

E. Approval of the 2018 Landscape Services

Discussion was held regarding the 2018 Landscape Services contract.

Motion by M. Bohm, supported by T. Antonelli to approve the 2018 Proposal from Yard Services in the amount of \$2,200 plus \$520.00 for a total of \$2,720.00 for landscape services in the Downtown District. An addition to the contract will be the charge of \$1,500 to cut the grass along Research Drive with a complete 2018 Landscape Services total of \$4,220. Motion carried unanimously.

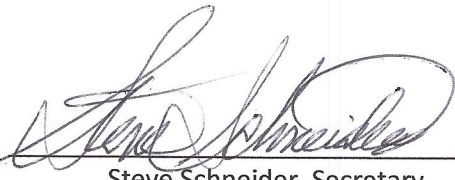
New Business (Cont):

F. Removal of T. Roach as signer on a number of DDA Accounts

It was brought to the Boards attention that T. Roach is a signer on a number of DDA Accounts.

Motion by T. Antonelli, supported by T. Pepper to remove T. Roach from all accounts as a signer which includes The Almont Façade Corporation. Motion carried unanimously

Meeting was adjourned at 9:09pm

A handwritten signature in dark ink, appearing to read "Steve Schneider", is written over a horizontal line.

Steve Schneider, Secretary

K. Schall, Director
February 28, 2018