

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

Members Present: L. Zarate, M. Breen, S. Schneider, T. Antonelli, M. Bohm
Members Absent: M. Schneider, J. Nuculovic, T. Pepper
Guests Present: T. Pewinski

Meeting was held at the Almont Municipal Building

The meeting was called to order at 7:04pm. by Vice Chairperson L. Zarate

Additions/Deletions to Agenda:

Bills Payable: Tom Sadler (envelopes) \$125.00
TOTAL: \$125.00

New Business:

A. Blight & International Property Maintenance Code Amendments

Communications: Letter from Attorney Eric Flinn RE: Invitation to attend an upcoming Michigan Medical Marijuana Seminar

Public Comments:

None

Approval of Minutes

Motion by S. Schneider, supported by M. Bohm, to accept the minutes from the February 28, 2018 Regular Board Meeting. Motion carried unanimously.

Approval of Bills Payable:

1) Jay's Septic Tank Services	\$ 50.00
2) Landscape Direct (Power Wash & Clean Pit)	\$ 499.00
3) Landscape Direct (New Backflow)	\$ 438.26
4) Tom Sadler (Envelopes)	\$ 125.00
5) Niland Company (Replacement Light Post)	\$2,794.66
6) Yard Services (Snow/Salt 2/4/18-2/18/18)	\$5,270.00
7) Tri-City Times (Ad for Chairperson Vacancy)	\$ 32.70
8) Kim Schall (March Phone Bill)	\$ 30.00
9) Village of Almont (Office Phone Bill)	\$ 40.08
10) Village of Almont (116 E. Clair & 119 W. St. Clair)	\$ 368.61
11) Village of Almont (Salt)	\$ 53.94
12) Village of Almont (DDA Wages 1/14/18-2/10/18)	<u>\$1,449.89</u>

Total to be Approved: \$11,152.14

Motion by S. Schneider, supported by M. Breen, to approve the bills payable in the amount of \$11,277.14, which includes the addition of the \$125.00. Motion carried unanimously.

Treasurer's Report:

Motion by S. Schneider, supported by M. Breen to accept the Treasurer's Report with a bank balance of \$349,935.52 for the period ending February 28, 2018. Motion carried unanimously.

Director's Report:

Director Schall updated the DDA Board on a number of projects that she is organizing for the coming budget year. Informed the board that she is also working with Roots to acquire a liquor license through a Redevelopment Liquor License program.

New Business:

A. Chairman Appointment

Current Board Member M. Bohm announced that he would like to be considered for the open position of Chairperson of the Almont DDA Board of Directors.

Motion by T. Antonelli, supported by S. Schneider to approve the appointment of M. Bohm to Chairman of the Almont DDA Board of Director. Motion carried unanimously

Ayes: T. Antonelli, M. Breen, M. Bohm, L. Zarate, S. Schneider

Nays: None

Absent: T. Pepper, J. Nuculovic, M. Schneider

B. Letter from Traci Pewinski – Candidate for DDA Board Member

The DDA Board was presented with a letter from Ms. T. Pewinski to be considered for the open position on the DDA Board of Director. Discussion was held.

Motion by T. Antonelli, supported by S. Schneider to approve the appointment of T. Pewinski to the Almont DDA Board of Director. Motion carried unanimously.

Ayes: T. Antonelli, M. Breen, M. Bohm, L. Zarate, S. Schneider

Nays: None

Absent: T. Pepper, J. Nuculovic, M. Schneider

C. Dumpster Enclosure Project

Director Schall updated the DDA Board on the progress of the paperwork for moving forward with the Dumpster Enclosure Project. The Board has suggested that Director Schall check on a few things:

1. Confirm that the enclosure is suited for a double dumpster set-up
2. Can we include 2 Grease containers in the same enclosure?
3. Are we able to consider either Poured Cement or Block Cement?
4. Can we stain or add color to the poured concrete?

Motion by T. Antonelli, supported by S. Schneider for DDA Director Schall to speak with ROWE Professional Services (M. Carpenter) pertaining to the above listed concerns and present findings at April 25th Board Meeting. Motion carried unanimously.

D. Quote for Plant Landscaping to enhance the Alley Way Project

Director Schall presented a proposal/quote from American Tree to complete the Alley Way project with landscaping. A diagram was presented as well as photos of the plants that would be planted.

Motion by M. Bohm, supported by S. Schneider to approve the quote from American Tree in the amount of \$1,283.87, providing that American Tree will provide water at a cost not to exceed \$60 a week. Motion carried unanimously.

New Business (Cont):

E. Redevelopment Liquor License Application/Procedures

Director Schall is working with The Village of Almont Assessing to require the proper information is order to submit documentation to the Liquor Commission.

F. Name Badges for DDA Board Members & Director

L. Zarate made a recommendation to the Board that all of our Board Members should have a name badge, especially for when we are out at events, people will be able to put a name to a face.

It was the consensus of the board to allow Director Schall to research and order name badges for all members of the DDA Board with their name and position.

G. Blight & International Property Maintenance Code Amendments

Director Schall informed the Board that the Village Council is updating and amending their Blight & International Property Maintenance Code Ordinances. Village Manager M. Connors asked Director Schall to get the DDA Boards opinion about having greater enforcement actions to decrease Blight in the DDA District as well in the Village of Almont.

It was the Consensus of the DDA Board to support the greater enforcement action to allow the Village to move forward in issuing corrective action against properties that do not comply.

Old Business:

A. Fountain Maintenance Quote

Director Schall presented the Board with the 2018 Fountain Maintenance Quote from Landscape Direct for the 2018 Season.

Motion by M. Bohm, supported by S. Schneider to approve the quote from Landscape Direct for the 2018 Fountain Maintenance in the amount of \$1,637.80 which takes in to account a 5% savings. Motion carried unanimously

B. LED Quote from RCI Electrical Contracting, Inc.

Director Schall presented a quote from RCI Electrical Contracting, Inc. to replace the remaining 37 lights in the Downtown to LED.

Motion by M. Bohm, supported by T. Antonelli to approve the replacement of the 37 remaining lights in the downtown to LED in the amount of \$5,365.00. Motion carried and M. Breen Abstained.

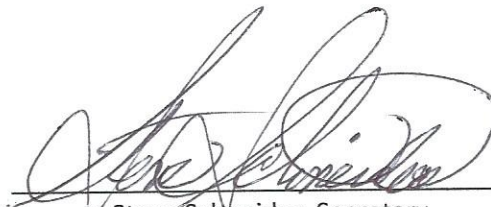
Ayes: T. Antonelli, M. Bohm, L. Zarate, S. Schneider

Nays: None

Absent: T. Pepper, J. Nuculovic, M. Schneider

Abstained: M. Breen

Meeting was adjourned at 9:08pm



Steve Schneider, Secretary