



CLAM LAKE TOWNSHIP DDA – MINUTES
December 17, 2018

Chairperson Snider called the December 17, 2018 meeting for the Downtown Development Authority of Clam Lake Township to order at 7:51 a.m. This meeting was held at Clam Lake Township Hall in Cadillac, MI. The following Board Members were in attendance: Julie Snider, Chairperson; Jeremy Winkle, Member; Bob Hilty, Member; Pat Carroll, Secretary/Treasurer; Kevin Dunaway, Member; Scott Kleinsorge, Member. Members not in attendance: Steve Anderson, Member; Mike Lueder, Vice-Chair; Steve Kitler, Township Supervisor.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Motion by Member Carroll supported by Member Hilty to approve the November 19, 2018 meeting minutes as presented. Motion carried.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES:

Treasurer's Report:

Secretary/Treasurer Carroll stated that included in the packet are copies of the autopay and direct debit statements for Consumers and BC & B Accounting Services.

Director Warda stated that the DDA needs to reimburse the Township for the light pole service in the amount of \$304.72.

Motion by Member Winkle supported by Member Hilty to accept the Secretary's Report and to authorize and pay bills as presented. Motion carried.

Executive Director's Report

Director Warda stated that she didn't do a separate report as her items are agenda items. She said the Township Board Agendas for December 11, 2018 and The Trail Cooperative meeting packet for November 29, 2018 are included in your meeting packet.

Committees:

Marketing – Chairperson Snider; Members Winkle, Carroll. No report.

Strategic Planning Committee – Chairperson Lueder; Members Winkle, Hilty. No report.

Land Use – Chairperson Winkle; Members Anderson, Kleinsorge. No report.

Beautification - Chairperson Kitler; Members Anderson, Kleinsorge, Snider. No report.

SPECIAL ORDERS: None

UNFINISHED BUSINESS AND GENERAL ORDERS:

Welcome Sign Update – Director Warda stated that the Township Board approved the Gateway Sign Operation & Maintenance Agreement at their December 11, 2018 Board meeting. The Township Board also needs to approve a Resolution approving the contract and authorizing the signatories, as MDOT no longer accepts meeting minutes. She said that should be all MDOT needs to issue the permit and the permit is good for a year.

Member Kleinsorge said the bid packets are ready and he is working on solar lighting. Discussion followed on sign lighting, to get bids on both solar and electric.

Safe Routes - Director Warda said the Action Plan from MSU has been completed and a meeting is scheduled with the Planning Committee for December 17th at noon.

Zoning Ordinance Update – Director Warda stated she will share the DDA’s concerns over the sidewalk and landscaping requirements for the DDA District Overlay in the Zoning Ordinance Update with the Planning Commission at their December 20, 2018 meeting.

Public Act 57 of 2018 – Director Warda stated that the only sidewalk/lighting plan she could locate was the Wilcox Plan of 2002.

Discussion followed on holding off on Mackinaw Trail Plan as water/sanitary sewer is a good possibility.

Discussion followed on TeriDee.

Planning Commission Appointment – Director Warda said that the Township Board appointed Pat Carroll to the Planning Commission at their December 11, 2018 meeting.

DDA/Township Board Fire Committee – Director Warda stated that Supervisor Kitler is working with the Township Board to set up something both Boards can live with.

OLD BUSINESS:

Rezone Application for K & K Forest Products at M-115/Mackinaw Trail - Director Warda stated that the issue is back on the agenda for the December 20, 2018 PC meeting. She said at the November 15, 2018 meeting it was a 2-1 vote to deny the rezone request from Residential to Heavy Commercial and she needed 3 votes to either deny or approve.

NEW BUSINESS:

DDA Board Appointments – Director Warda stated that Julie Snider and Steve Anderson were reappointed by the Township Board at their December 11, 2018 meeting. She said that Bob Hilty’s term is up December 31, 2018 and Bob did not seek re-election on the County Commission and sold his property in the DDA District so there will be a Board opening. Discussion followed on possible DDA Board Candidates. Chairperson Snider said she will talk to Evergreen. The DDA Board thanked Member Hilty for all his years of service.

NEXT MEETING DATE AND TIME: Monday, January 28, 2018 at 7:45 a.m.

Meeting ADJOURNED at 8:20 a.m.

Cindy Warda, Executive Director