



CLAM LAKE TOWNSHIP DDA – MINUTES
September 15, 2021

DDA Board Chairperson Snider called the September 15, 2021, meeting for the Downtown Development Authority of Clam Lake Township to order at 8:30 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; Brian Potter, Member; Steve Kitler, Township Supervisor; Scott Kleinsorge, Member. Members not in attendance: Pat Carroll, Secretary/Treasurer; Drew Rummel, Member; Steve Anderson, Member

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Motion by Member Kleinsorge supported by Member Kitler to approve the June 28, 2021, meeting minutes as presented. Motion carried.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES:

Treasurer's Report:

Chairperson Snider stated that included in the meeting packet are the June & July Financials; June, July & August bank statements; copies of the tax capture deposit slips of \$3,818.17, \$3,257.24 and \$3,510.21; a copy of the autopay statements from Consumers for July \$104.65 & August \$104.70; and copy of the June & July autopay invoices from Baird, Cotter & Bishop for \$145.00 each.

Also included in the meeting packet are copies of the check stubs reimbursing the Township for June, July & August mowing services as well as the check stub for paying the Cadillac News for annual webhosting in the amount of \$480.00.

Action items submitted for approval:

- The Director is seeking pre-approval to pay for upcoming mowing services.

Motion by Member Winkle supported by Member Kleinsorge to authorize payment for upcoming mowing service invoices. Motion carried.

Executive Director's Report

Director Warda stated that copies of the Township Board's July 12, 2021; August 9, 2021 and September 13, 2021 Meeting Agendas are included in the packet.

Member Winkle asked about the plans for the Township's Covid Relief Funds. Discussion followed on what the funds could be used for. Member Winkle suggested DDA sewer and broadband, adding that he supported county-wide broadband.

Committees:

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

Strategic Planning Committee – Vacant; Members Winkle. 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: None

OLD BUSINESS:

- A. DDA Utility Update – Discussion began with Member Potter asking if there is any intent to move forward.

Supervisor Kitler stated that the Township Board needs DDA support.

Member Winkle said he supports the process moving forward but needs to know cost & rates.

Supervisor Kitler stated that there is no mandatory hookup, but there will be a Special Assessment to pay debt service.

Chairperson Snider said there should be a mandatory hookup date.

Member Kleinsorge stated that upon septic failure, could be 5-10-15 years.

Chairperson Snider said she needs to know the assessment, that there is a fear of the unknown.

Supervisor Kitler stated that the DDA should have a full board for a recommendation, expecting the two new members to be present at the October DDA meeting.

- B. DDA Board Vacancy – The Township Board appointed Jennifer Davis from Evergreen to the DDA Board at its September 13, 2021 meeting.

- C. Appointment of Vice-Chair to Replace Phil – The DDA decided to wait until new members are on board.

- D. Pioneer Update – Discussion followed.

NEW BUSINESS:

- A. None

Motion by Member Kleinsorge supported by Member Potter to adjourn. Motion carried.

Meeting adjourned 9:00 a.m.

NEXT MEETING DATE AND TIME: Wednesday, October 20, 2021, at 8:30 a.m.

Cindy Warda, Executive Director