



CLAM LAKE TOWNSHIP DDA – REGULAR MEETING MINUTES
August 21, 2024

Vice-Chairperson Kleinsorge called the August 21, 2024 Regular Meeting for the Downtown Development Authority of Clam Lake Township to order at 7:31 a.m. This meeting was held at Clam Lake Township Hall in Cadillac, MI. The following Board Members were in attendance: Scott Kleinsorge, Vice Chair; Brian Potter, Member; Jeremy Winkle, Member; David Vigne, Member; Drew Rummel, Member. Members Absent: Steve Kitler, Township Supervisor; Pat Carroll, Secretary/Treasurer; Josh Trust, Member.

PUBLIC COMMENT: None.

APPROVAL OF THE AGENDA: Motion by Winkle supported by Member Rummel to approve the agenda as presented. Motion carried.

APPROVAL OF THE MINUTES: Motion by Member Potter supported by Member Vigne to approve the July 17, 2024 meeting minutes as presented. Motion carried.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES:

Treasurer’s Report:

Director Warda reviewed the regular items included in the meeting packet such as copies of the: June Financials; July Bank Statements; July 22, 2024 bank deposit in amount of \$7,505.27 from tax recapture; June autopay statement invoice from UHY (formerly Baird, Cotter & Bishop) for \$160.00 and Consumers August invoice in amount of \$106.30. Also copy of paid invoice and check stub to the Township for reimbursement for lawn mowing in the amount of \$475.00.

Executive Director’s Report

1. Director Warda stated that a copy of the Township Board’s August 12, 2024 meeting agenda is included in the packet.

Committee Reports:

Marketing – Chairperson Snider; Members Winkle, Carroll, and Trust. No Report.

Strategic Planning Committee – Chair Winkle; Members Potter and Rummel. No Report.

Land Use – Chairperson Winkle; Supervisor Kitler, Member Kleinsorge. No report.

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

SPECIAL ORDERS: None

UNFINISHED BUSINESS AND GENERAL ORDERS:

- A. Appointment of new DDA Chairperson. Motion by Member Winkle supported by Member Potter to appoint Vice-Chair Kleinsorge to the Chairperson position. Motion carried.

OLD BUSINESS:

- A. Pioneer Survey Encroachment Update – Last discussion was with the trees for screening. Discussion followed about new owner may not want trees, may want the tree line cleaned out and/or possibly want to put up a fence. It was the consensus of the DDA to remove the tree screening requirement and just charge \$3,500 for the land plus closing costs.
- B. Light Pole Update – Director Warda stated that as the DDA requested, she contacted Atkins to see if he knows what parts we are lacking so we have a complete assembly. He said he will inventory the parts.
- C. Concrete Island Replacement – Director Warda said she had not received the quote from Miller Concrete, which she expected for the meeting.

NEW BUSINESS: None

ANNOUNCEMENTS: None

NEXT MEETING DATE AND TIME: Wednesday, September 18, 2024 at 7:30 a.m.

ADJOURNMENT: Motion by Member Potter supported by Member Rummel to adjourn. Motion carried. Meeting adjourned at 7:41 a.m.

Cindy Warda, Executive Director