

**VILLAGE OF ALMONT  
DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES  
JUNE 22, 2016**

**Members Present:** Terry Roach, Steve Schneider, Tammy Pepper, Lynn Zarate, Mike Bohm, Johanna Nuculovic, Christie Kinkade

**Members Absent:** Michelle Breen, Jenny Vanecek, Al Dettmer

**Others Present:** K. Schall

Meeting was held at the Almont Municipal Building

The meeting was called to order at 7:20pm by Chairperson T. Roach

**Additions/Deletions to Agenda:**

Bills Payable -None

**Public Comment:** None

**Approval of Minutes:** Motion by T. Pepper, supported by J. Nuculovic to accept the minutes from the May 25, 2016 Regular Board Meeting as presented. Motion carried unanimously.

**Approval of Bills Payable:**

1. Village of Almont	\$1,586.50	9. Print Shop	\$ 319.00
2. Village of Almont	\$2,506.90	10. Page One Printing	\$ 305.23
3. Village of Almont	\$ 227.38	11. ABC Signs, LLC	\$ 615.00
4. American Tree	\$2,704.00	12. North Branch Rental	\$2,896.70
5. Yard Services	\$ 275.00	13. Fun with Sparkles	\$ 375.00
6. Village of Almont	\$ 39.75	14. Jay's Septic Tank	\$ 570.00
7. Village of Almont	\$ 64.50	15. Universal Sound	\$ 525.00
8. MEDA	\$ 275.00	16. "The Joey Vee Band"	\$1,200.00
		17. "The Toppermost Band"	\$1,000.00
		18. Dina Miremonti (Yoga)	\$ 50.00

Total Approved: \$15,534.96

Motion by T. Pepper, supported by M. Bohm to approve the bills payable. Motion carried unanimously.

**Treasurer's Report:** Treasurer was absent.

**Director's Report:** Submitted by Christie Kinkade, subbing in as secretary until new director in office

- A. Village DPW Reimbursement. 2015-2016. Pay village for allotted DPW services in the amount of \$5000. Motion by T. Pepper, supported by C. Kinkade. . Motion carried unanimously. Approved.

**New Business:**

- A. Prella's Check for banners received in the amount of \$6,600. Committee members Tammy, Johanna, and Nancy are scheduled to meet week of July 11<sup>th</sup>. Follow up in July DDA meeting
- B. USDA Approved \$45,000 to Almont for the alleyway project. 1<sup>st</sup> time in history we received the entire amount asked. Need to familiarize alleyway work then go to bid. Grant timeline is of the essence. Complications with Marty's property, however Dr. Meake has agreed to pay her share of the project. Dumpster is financed separately. Dumpster project was never completed, need to contact contractor. Terry Roach offered to call Mason Company. Has 30 days to respond before bidding. Rowe was the bidder on the project. Talk of Paint vs stained brick. A call to Rowe needs to be placed to get costs on changing gravel pad to concrete. 102 S. Main Street has separate costs from the Rowe estimate.

Motion to send project back to Rowe for new pricing and for new bidding. Motion by S. Schneider, supported by C. Kinkade. Motion carried unanimously. Approved

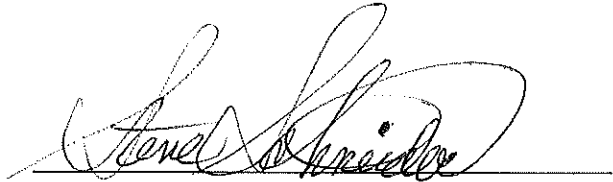
- C. Pocket Fountain needs to be refurbished. \$2100 to rewind the motor. \$3,000 for a new pump and motor. Waiting on response to see if motor itself can be refurbished alone for \$600. Motion to repair or replace the motor only in the amount not to exceed \$1,000. Motion by C. Kinkade. Supported by T. Pepper. Motion carried unanimously. Approved
- D. MDOT informed the DDA that we can NOT have sponsors on any banner. Melissa Gardner and Terry Roach installed rivets on banner in order to hang over M-53 for Heritage Festival
- E. Extension of agreement to use Kim Schall for up to 10 hrs per week at her current hourly rate until a new DDA Director is hired. Additional hours may be approved by the DDA Board Chairman or Vice Chairman as required. Motion by M. Bohm, supported by T. Pepper. Motion carried unanimously. Approved

**OLD BUSINESS:**

- A. Heritage Festival – Joe's invoice was less than \$500 to install electric for tent. Hooked to meter that DDA is responsible for. Shirts for car show picked up. 5K Shirts delivered. Trophies will be picked up from Champion and distributed at car show. Tammy Pepper and Christie Kinkade in charge of registration of car show event. \$15.00 pre-registered and \$20.00 at gate. 20 pre-registered cars. Terry will close the lot on Friday night and bring tables chairs etc. 10 categories and everyone will get a gift bag. Lynn Zarate in charge of inflatables with Johanna Nuculovic. Waiver forms for 5K signed. T-shirts will be reimburse, DDA paid. East St. Clair will be closed with officer on site. Motion to approve extra trash cans for festival. Motion by S. Schneider, supported by C. Kinkade. Motion carried unanimously. Approved
- B. Request to pay Herb Lowell \$1500 instead of \$1000 for payment for services and work on Almont Heritage Festival. Ensure that Mr. Lowell knows about garbage clean up, tear down, and other festival duties. Band will play on opposite end of tent. Motion by M. Bohm to pay Herb Lowell \$1,500 for the Heritage Festival work, supported by J. Nuculovic. Motion carried unanimously. Approved

- C. DDA director position has 12 current applicants. Committee will narrow down to a handful, then interview selected in an open forum at DDA meeting. Must be a public meeting.
- D. Computer and printer down in the office. Motion to allow Kim to contact Acuve to fix email and computers. Motion by C. Kinkade, supported by S. Schneider . Motion carried unanimously. Approved.

Meeting was adjourned at 9:45pm

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

Steve Schneider, Secretary