

Downtown Development Authority Board Minutes

September 10, 2007

Chairman Reaume called the meeting to order at 4:01 p.m.

MEMBERS PRESENT:

Richard Reaume
Joseph Barone
Thomas Booth
Dave Cook
Jim Grutza arrived at 4:04 p.m.
Mike Kolb
Ron Hunroe

MEMBERS ABSENT:

Ron Kasperski
Michelle Ludtke

ALSO PRESENT:

James Anulewicz, Director of Public Services
Ron Edwards, Treasurer
Patrick Fellrath, Township Civil Engineer
Alice Geletzke, Recording Secretary

3. Approval of minutes for the August 13, 2007 meeting

Moved by Mr. Cook, supported by Mr. Kolb, to approve the minutes of the Regular Meeting of August 13, 2007. Ayes all, with Mr. Grutza absent.

4. Old Business

A. Auto Accident in front of K-Mart Update

i. Tree and Light Pole Reimbursement

Mr. Fellrath indicated a check has been received from the at-fault driver for the tree in the amount of \$445.

ii. Insurance Collection Procedure

Mr. Fellrath said he talked to the Michigan Municipal Risk Management Authority (MMRMA) and, in cases like this where the driver is known, the MMRMA will obtain reimbursement from the at-fault driver for all damages. In the future the DDA won't have to go through our attorney's office.

iii. Spare Light Pole Delivery

The spare replacement light pole has been received. The only other pending item is the \$1,000 deductible from MMRMA for the light pole which they withheld until their receipt from the other person's insurance company.

B. Missing Streetscape Trees at Burger King

Mr. Fellrath said the ordinance officer sent a violation notice to Burger King with a deadline date of September 15 for them to replace the trees.

5. New Business

A. Approval of Invoices

Moved by Mr. Booth, supported by Mr. Grutza, to approve payment of the invoices as presented, in the amount of \$4,826.16. Ayes all.

B. Authorization of a Partial Repayment from DDA to Township

Mr. Edwards explained the DDA would soon be receiving tax funds of approximately \$250,000 to add to their current funds of approximately \$50,000. Also, if various tax appeals are successful in the future, the DDA will have to make those refunds.

Moved by Mr. Cook, supported by Mr. Hunroe, to repay to the Township \$210,000 from the DDA as

part payment on their loan to the DDA. Ayes all.

C. Amendment of Purchasing Policy

Discussion involving specific language and the general intent of the board in regards to payment of bills and modification to the purchasing policy.

Moved by Mr. Grutza, supported by Mr. Cook, to amend the Purchasing Policy, with final wording to be approved with the Treasurer and the Accounting Department, to carry out the following intent: The intent of the DDA board is to authorize the Treasurer and Chairman of the Downtown Development Authority (DDA) to approve payment of any invoices for utilities or contracts previously approved by the DDA.
Ayes all.

6. Public Comment

Mr. Reaume updated members on progress on the water tower, shopping center, Sheldon Road underpass, and display banners.

7. Adjournment

Moved by Mr. Barone, supported by Mr. Hunroe, to adjourn the meeting. Ayes all.

Mr. Reaume adjourned the meeting at 4:40 p.m.

Richard M. Reaume, Chairman
Downtown Development Authority

PLEASE TAKE NOTE; The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office,