

**REGULAR MEETING
VILLAGE OF CALUMET
DOWNTOWN DEVELOPMENT AUTHORITY
CALUMET VILLAGE TOWN HALL
340 SIXTH ST.
CALUMET, MICHIGAN
WEDNESDAY, AUGUST 3, 2022 AT 1:00PM AT COUNCIL CHAMBER**

Present: Village President Robert Tarvis; Chair Leah Polzien; Board members Andrew Ranville, Tom Dumble, Lori Oikarinen(*late arrival at 1:06pm*), JW Miller, Rick Campioni (*late arrival 1:03pm*)

Absent: Board member Pete Hahn

Vacancies: One Member

Also Present from Village: Manager Amber Goodman

Public: one member

I. Call to Order

Chair Leah Polzien called the meeting to order at 1:01 PM, and recited the Pledge of Allegiance.

II. Acceptance of Agenda

Motion by Board Member Dumble and seconded by Board Member Ranville to accept the agenda.

Motion Passed 5/0

III. Approval of Minutes

Motion by Board member Miller and seconded by President Travis to accept the minutes of the regular meeting of the Downtown Development Authority on April 4, 2022 and June 7, 2022.

Motion Passed 5/0

Board member Rick Campioni enters the meeting at 1:03pm

1. Petitions from the Public

None

2. Recommendation for appointment of members (Rick Campioni, JW Miller, Lorri Oikarinen)

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Motion by Board member Dumble and seconded by Board member Ranville to recommend the appointment of DDA members to Rick Campioni, JW Miller, and Lori Oikarinen.

Roll Call Vote:

Ayes: Board members Ranville, Dumble; Chair Polzien, President Tarvis

Nays: none

Absent: Hahn

Abstain: Board members JW Miller, Rick Campioni

3. Election of Officers

Board member Lori Oikarinen enters the meeting at 1:06pm

Motion by Board member Oikarinen and seconded by President Tarvis for the election of officers: Leah Polzien – **Chair**; Andrew Ranville – **Vice Chair**; Rick Campioni – **Secretary**, JW Miller – **Treasurer**.

Election of Officers voted on separately:

Motion by Board Member Ranville and seconded by Dumble for the election of Leah Polzien as **Chair**.

Roll Call Vote:

Ayes: Board members Ranville, Dumble, Oikarinen, Miller, Campioni; President Tarvis

Nays: none

Absent: Hahn

Abstain: Chair Polzien

Motion Passed 6/0

Motion by Board Member Miller and seconded by President Tarvis for the election of Andrew Ranville as **Vice Chair**.

Roll Call Vote:

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Ayes: Board members Dumble, Oikarinen, Miller, Campioni; President Tarvis; Chair

Polzien

Nays: none

Absent: Hahn

Abstain: Board member Ranville

Motion Passed 6/0

Motion by Board Member Ranville and seconded by President Tarvis for the election of JW Miller as **Treasurer**.

Roll Call Vote:

Ayes: Board members Dumble, Oikarinen, Ranville, Campioni; President Tarvis; Chair

Polzien

Nays: none

Absent: Hahn

Abstain: Board member Miller

Motion Passed 6/0

Motion by Board Member Dumble and seconded by President Tarvis for the election of Rick Campioni as **Secretary**.

Roll Call Vote:

Ayes: Board members Dumble, Oikarinen, Ranville, Miller; President Tarvis; Chair

Polzien

Nays: none

Absent: Hahn

Abstain: Board member Rick Campioni

Motion Passed 6/0

4. CPR Funding Allocation 322 5th Street

Allocation request from the Downtown Development Authority of \$5,000 to the 322 5th street project, these were previously committed funds for a project that will not be proceeding at this time.

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Motion by Board Member Dumble, and seconded by Tarvis to reallocate the \$5,000 to 322 5th project for the MEDC CRP Program.

Roll Call Vote:

Ayes: Board members Dumble, Oikarinen, Ranville, Miller Campioni; President Tarvis; Chair Polzien

Nays: none

Absent: Hahn

Motion Passed 7/0

5. DDA Property Updates

Discussion on the DDA properties, improvement to calumet downtown, and land bank properties. Review of Jeff Ratcliffe's report provided in the packet.

6. Community Garden

Discussion on the garden plots and the water costs. Tulip garden to be planned for next Spring 2023. Request for paint to mark off no parking for the driveway to the community garden.

7. Flower Watering

Updates on flower watering, discussion on the cost of watering flowers, the overall cost for the flowers and watering will be roughly \$5,000 at the end of the session.

8. Administrative Position

Discussion on the administrative position in the office providing support for the Downtown Development Authority with an agreement from DDA to fund hours in association. 10-20 hours a month to be spent on these duties.

Motion by Board Member Campioni, and seconded by Board Member Ranville to recommend to Council including the DDA administrative support into the job description for the Account Specialist.

Motion Passed 7/0

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9. Updates from other municipal entities

Discussion on Alley, Sidewalk, and Blight. There are no action items to report at this time.

10. Bills

Moved by Board Member Ranville, and seconded by Board Member Campioni to approve the June and July 2022 bills; with correction to Upper Michigan spelling on July 22 Bills.

Roll Call Vote:

Ayes: Board members Dumble, Oikarinen, Ranville, Miller Campioni; President Tarvis; Chair Polzien

Nays: none

Absent: Hahn

Motion Passed 7/0

11. Adjourn

Moved by Board Member Ranville and seconded by Board Member Dumble to adjourn.

Motion Passed: 7/0

Meeting Adjourned at 1:49pm

Respectfully Submitted,



Amber Goodman
Village Manager