

**REGULAR MEETING
VILLAGE OF CALUMET
DOWNTOWN DEVELOPMENT AUTHORITY
CALUMET VILLAGE TOWN HALL
340 SIXTH ST.
CALUMET, MICHIGAN
TUESDAY, OCT 4, 2022 AT 1:00PM AT COUNCIL CHAMBER**

Present: Chair Leah Polzien; Board members Andrew Ranville, Tom Dumble, Pete Hahn, Rick Campioni, Lorri Oikarinen

Absent: Village President Robert Tarvis; Board member JW Miller

Vacancies: One Member

Also Present from Village: None

Public: two members of the public

I. Call to Order

Chair Leah Polzien called the meeting to order at 1:05 PM, and recited the Pledge of Allegiance.

Motion made by Board Member Dumble to appoint Board Member Hahn to keep minutes of the meeting, seconded by Board Member Oikarinen. Motion Passed 5/0 with Hahn abstaining.

II. Acceptance of Agenda

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

Motion Passed 6/0

III. Approval of Minutes

Motion by Board Member Campioni and seconded by Board Member Dumble to accept the minutes of the regular meeting of the Downtown Development Authority on Tuesday, September 13th, 2022

Motion Passed 6/0

IV. Agenda

1. Petitions from the Public

None

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2. Draft Budget for FY2024

The group to hold a work session for Monday, October 17th at 10:30am to review the budget for FY2024.

3. DDA District Property Updates

- a. DDA Properties
- b. District Properties

Board Member Polzien reported the Houghton County Land Bank has a demolition project out for bid to include portions of M&M Paints, Erkilla Garage, and the rear of the Rose & Thorn Property as well as clean up of the church fire site on 7th Street. She reported that there is a grant application submitted to rebuild the roof at 425. 5th Street. Polzien to request a quote from local contractor to determine pricing for demolition of Mihelcich Slaughterhouse. Polzien updated the group on the existence of a grant opportunity without match, of a reimbursement type, through the Certified Local Government (CLG) program.

4. Fire Site Signage

Board Member Ranville reiterated information provided last month, Keweenaw National Historical Park staff will be working on this project.

5. Alley Snow Removal

Board discussed need for a resolution to present DDA position against the Village abandoning alleys.

6. Parking Meter Signage

Discussion on Parking Meter Signage. Board Member Ranville reports desire to have temporary signage in place for winter parking rules by end of November.

7. Vacant Window Signage Project – The board discusses signage options for recognizing DDA owned properties for sale, offer of a template for recognizing privately funded projects and another template, potentially to be required on DDA funded redevelopments. Purpose of all signage would to allow the public to more easily recognize that projects are planned or underway.

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- 8. Community Garden** – Board Member Polzien reports the community garden will be shutting down the end of October.
- 9. Flower Watering (\$1020- excluded final paycheck)** – The final paycheck for watering staff was included in the September bills. The project will come in under budget for the season.
- 10. Continuing Education** – Moved by Board Member Campioni and seconded by Board Member Tom Dumble to approve \$125 to join the Michigan Downtown Association.

Roll Call Vote:

Ayes: Board Members Dumble, Campioni, Oikarinen, Hahn, Ranville

Nays: None

Absent: Board Members Miller, Tarvis

Abstain: Polzien

Motion Passes 5/0

- 11. Update from other municipal entities**– Board Member Ranville reports that the Village Council is moving ahead with interviews for the Village Manager position as well as the Village Administrator position.

12. Bills

Moved by Board Member Ranville, and seconded by Board Member Campioni to amend the budget for Admin/Prof Services to \$3200 to cover additional audit expenses.

Roll Call Vote:

Ayes: Board members Dumble, Ranville, Campioni, Hahn, Oikarinen, Polzien

Nays: none

Absent: Miller, Tarvis

Motion Passed 6/0

Moved by Board Member Campioni, and seconded by Board Member Oikarinen to approve the September bills.

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Roll Call Vote:

Ayes: Board members Dumble, Ranville, Campioni, Hahn, Oikarinen, Chair Polzien

Nays: none

Absent: Miller, Tarvis

Motion Passed 5/0

13. Adjourn

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

Motion Passed: 6/0

Meeting Adjourned at 2:02pm

Respectfully Submitted,

Pete Hahn
DDA Board Member