

Village of Fife Lake Downtown Development Authority
Meeting Minutes
January 16.2018

Meeting called to order at 6:36 pm

Roll call: Present: Prebo, Tornow, Magee, McGough, Patrick, Forwerck

Absent: Benke, and Deike

Approval of Agenda: Forwerck wanted to add the historic bank in town under new business. McGough would like to add Fishing Derby also under new business. Motion made by Forwerck, seconded by Patrick. **Motion carried** with all yeas.

Deike arrived at 6:37pm

Approval of Minutes of 10/17/17: Magee made a motion to approve the minutes of the last meeting, seconded by Patrick. **Motion carried** with all yeas.

Guest: None

Special items: None

Communications: Letter was received from the Historical Society asking for a donation. Tornow made a motion to donate \$200.00 for the Historical Society Projects and Programs this year. Motion seconded Patrick. **Roll Call:** Tornow-Y, Patrick-Y, Magee-Y, McGough-Y, Prebo-Y, Forwerck-Y, and Deike-Y. **Motion carried.**

Public Comment: none

Treasurers Report: Treasurers report and bank statement is in packet. Motion made by McGough to accept the treasurer's report as presented, seconded by Magee. **Roll Call:** Patrick-Y, Tornow-Y, McGough-Y, Magee-Y, Forwerck-Y, Prebo-Y, and Deike-Y.

Motion carried. Prebo discussed putting some of the money in a CD. Discussion continued among all those present. Forwerck made a motion to put \$50.00 in to a 12-month CD, seconded by Patrick. **Roll call:** Prebo-Y, Tornow-Y, Magee-Y, McGough-Y, Patrick-Y, Forwerck-Y, and Deike-Y. **Motion carried.** There will be \$40.00 taken from savings and \$10.00 taking from checking to equal \$50.00.

Bills to Pay: all bills up to date.

New Business

Holiday Lamp post or lights: Dieke had an old medal bow with her at the meeting. She wondered if the students at the career tech could duplicate these bows at a reasonable cost. Discussion continued ideas on what to do for street light decorations. Patrick made a motion to contribute \$1000.00 for holiday light post decorations, seconded by Prebo.

Roll Call: McGough-Y, Magee-Y, Patrick-Y, Tornow-Y, Prebo-Y, Forwerck-Y, and Deike-Y. **Motion carried.**

Lamp Post Replacement Plaque list: will be done in spring.

Fishing Derby: Forwerck questioned if it was okay to donate due to it being a private event put on by the party store. Forwerck made motion depending on the auditor's advice and if it is okay to donate \$100.00 to the Fishing Derby, motion seconded by Patrick.

Roll Call: McGough-Y, Magee-Y, Tornow-Y, Prebo-Y, Patrick-Y, Forwerck-Y, and Deike-Y. **Motion carried**

Historic Bank: Forwerck said that the big window in the front of the historic bank is cracked and that she thinks that a pipe has broke inside the building. She said that

someone needs get a hold of whoever is in ownership of the building and check into it. They said that when checked from the outside water was not seen from the outside. Since it is a historic land site it needs to be checked into right away. They will check into who is on the taxes and get a hold of them.

Old Business

Bids for tree trimming: Tessa will put this out for bids to be in by April 1st for spring trimming. This is for the street trees from the cemetery to the ball park

Bulletin board Updates: Tornow said that it was waiting for the plate and a roof. It is expected to be up on Memorial Day. Discussion among members about possibly doing an unveiling when the bulletin board is placed in the park.

Richardson Plaque update: Deike presented a plaque to be put on the street lamp. This one was a plastic/rubber mix. Magee will get the adhesive to put it on in the spring.

Street lamps: DDA members had lengthy discussion on plaques on lamps. Deike said that there were several lamps that did not have a plaque on them. There was discussion on having multiple plaques on the remaining lamps for a cheaper price so all the plaques equal the amount of the price of the original lamp purchase 20 years ago. There was discussion on how many plaques and how many names per plaque. Magee made a motion to do a walk around and find out how many street lamps are vacant and where they are, seconded by Forwerck. **Motion carried** with all yeas. This will be discussed further at the next meeting.

DDA Seat: Deike clarified the seat needs to be associated with the village but does not need to live in the village. This is ongoing

Public Comment: no public comment. Deike said that the band boosters are having a talent show on March 9th. They are looking for adult acts for the show. The show is a 7pm.

Prebo asked about having a meeting of the people. Let the public know who the people are on the committees within the community. He suggested having a meeting biannually of "Meet the people who run the community".

McGough made a motion to adjourn at 8pm

Respectfully submitted
Marcia Eby

Village of Fife Lake Downtown Development Authority
Meeting Minutes
April 17, 2018

Meeting called to order at 6:03pm

Roll Call: Present: Prebo, Benke, McGough, Patrick, Forwerck and Gauld

Absent: Tornow, Magee, and Deike

Approval of Agenda: additions to agenda are election of officers and to establish meeting dates and times. Election of officers will be done right away. Meeting dates and times will be put under new business. Plaques will be added under old business and round- about to be added under new business and Sprinkler system will go under old business. McGough made a motion to approve the agenda with the additions, seconded by Patrick. **Motion carried** with all yeas.

Tornow arrived at 6:03pm

Election of officers: Forwerck made a motion to appoint Magee as Chair person, seconded by Benke. **Motion carried** with all yeas.

Patrick made a motion to appoint Forwerck as Vice Chair, seconded by Tornow **Motion carried** with all yeas

Forwerck made a motion to appoint Benke as Treasurer, seconded by Patrick. **Motion carried** with all yeas.

Patrick made a motion to appoint McGough as Secretary, seconded by Tornow. **Motion carried** with all yeas.

Approval of Minutes: Patrick made a motion to approve the minutes as presented, seconded by McGough. **Motion carried** with all yeas.

Guest: none

Special Items: none

Communications: Forest Area Services wrote to say that their services are going up. This will be added under new business. There was also a thank you note from the Historical Society.

Magee arrived at 6:25pm. He took over the meeting.

Public Comment: none

Treasurers Report: Benke presented the treasurer's report. Motion made by McGough to approve the treasurer's report as presented, seconded by Patrick. **Motion carried** with all yeas.

New Business

Budget: a committee will be formed to put the budget together it will consist Prebo, Benke and Forwerck for the 2018-2019 budget.

4th of July Committee: Tina Broering was present to speak on behalf of the 4th celebration. Details of the parade were discussed. Tornow will help with the parade. Benke made a motion to donate \$1000.00 to the 4th of July committee, seconded by McGough. **Roll Call:** Patrick-Y, Tornow-Y, Benke-Y, McGough-Y, Magee-Y, Forwerck-Y, Prebo-Y, Gauld-Y. **Motion carried.**

131 North Resolutions: This is an explorer 131 group that is a marketing committee from Cadillac to Petoskey. The township and Village have already approved the resolution. The DDA will have the information at the next meeting to approve.

Deike Resignation: this was discussed that she did not want to be chair but would like to stay on as a member. The DDA would like a clarification from her if she would like to stay on as a member.

Round-about: Forwerck presented information about this. This is to start next year at this time. She said that part of the round-about will be in the village and part of it will be the township. She said what colors will be used for the cement and street lamps. The blue print was presented at the meeting with details presented on how the layout will be.

Sprinklers at the park: Tina Broering said there was a need to have sprinklers at Lakeview Park. She gave a quote of \$5445.00 which includes the island. The island is the area between the drives at the boat launch. Without the island it would be \$4345.00. The person giving the quote will be invited to attend the next meeting to answer questions.

Quick Books increase: It was discussed if it was needed or could the DDA take care of it. Motion made by Forwerck to clarify who is involved in the DDA using Quick Books. If it is the village than we need to change it back to the DDA. Motion seconded by Patrick. **Motion carried** with all yeas.

Meeting date, time, and location: After discussion Motion was made by Forwerck to have the meetings monthly from May to September then quarterly after September. The meetings will be at 6pm at the village hall every third Tuesday of the month. Motion seconded by Patrick. **Motion carried** with all yeas.

Old Business

Bids for Tree Trimming: A notice needs to be posted for tree trimming. Forwerck made a motion for the DDA Chair to form a committee to get bids in the next two weeks and make a decision on who is to do it for up to \$3000.00. Motion seconded by Patrick.

Roll Call: Tornow-Y, Patrick-Y, Magee-Y, McGough-Y, Benke-Y, Prebo-Y, Forwerck-Y, and Gauld-Y. **Motion carried.** Magee, Benke, and Tornow will be on the committee. Forwerck said that the EMS will water the trees this summer once weekly. Patrick made a motion to have the EMS water the trees for \$800.00 for the season. Motion seconded by Benke. **Roll Call:** Patrick-Y, Tornow-Y, Benke-Y, McGough-Y, Magee-Y, Forwerck-Y, Prebo-Y, and Gauld-Y. **Motion carried.**

Tina Broering asked if the DDA would like to purchase 2 flats of flowers for the downtown area. Forwerck made a motion to purchase 2 flats of flowers for \$20.00 for the downtown area. Seconded by Magee. **Roll call:** McGough-Y, Magee-Y, Tornow-Y, Prebo-Y, Patrick-Y, Benke-Y, Forwerck-Y, and Gauld-Y. **Motion carried.**

Bulletin Board Update: nothing was mentioned about this.

Richardson Plaque: The plaques still need to be checked to see who else needs a plaque. Deike has the Richardson plaque.

Street Lamps: covered under Richardson plaque.

DDA: all seats are filled

Meet the people: Prebo and Gauld will come back with ideas

Porta Jon: Forwerck made a motion to have a Porta jon at disc golf from May-September for \$92.50 a month. Seconded by Prebo. **Roll call:** Tornow-Y, Patrick-Y, Magee-Y, Mcgough-Y, Benke-Y, Prebo-Y, Forwerck-Y, and Gauld-Y. **Motion carried**
Public Comment: none.

Forwerck said that the township was trying to pursue economic development. She said that several properties were for sale along 131. She said that Dan Leonard has suggested that a joint planning be formed between the village and township. She suggests that this be considered. There was lengthy conversation about this idea. She said that it would be discussed at the township meeting.

Patrick made a motion to adjourn at 7:50pm

Respectfully Submitted

Marcia Eby

Village of Fife Lake Downtown Development Authority
Meeting Minutes
May 15, 2018

Meeting called to order at 6:05pm

Roll call: Present: Prebo, Benke, Tornow, McGough, Forwerck, and Gauld

Absent: Magee, Patrick, and Deike.

Approval of Agenda: added to agenda will be Christmas Committee under new business and sidewalk under old business. Motion made by Benke to approve the amended agenda, seconded by Gauld. **Motion carried** with all yeas

Approval of Minutes of 4/17/18: Motion made by McGough to approve the minutes as presented, seconded by Prebo. **Motion carried** with all yeas

Guest: none

Special items: none

Communications: a letter came in from Forest Area Services saying that they are closing the service on September 30th. A bill from Forest Area Services also came in. A bill was received from True Value for \$20.00 for two flats of flowers for the downtown area.

Public Comment: none

Magee arrived at 6:19pm

Treasurers Report: Benke presented the report. The bank statement was presented in packet.

Bills to Pay: Forwerck discussed that the names are being put together for the bulletin board then will be taken to Traverse Repro to be placed on the memorial. There is \$1000.00 in the budget towards the bulletin board. Motion made by Prebo to pay the Forest Area Services bill and the Hardware Store for the flowers and Bills that come in on the Bulletin Board. Motion seconded by Magee. **Roll call:** Tornow-Y, Magee-Y, McGough-Y, Benke-Y, Prebo-Y, Forwerck-Y, and Gauld-Y. **Motion carried.**

New Business

Budget 2018-2019: The budget was presented at council. The sprinkler system at Lakeview Park was discussed as to how much to give. It was to discuss giving \$2000.00 to the sprinkler system out of capital investments. Forwerck made a motion to approve the budget with the addition of \$2000.00 for the sprinkler system. Motion seconded by Tornow. **Roll call;** Tornow-Y, Benke-Y, McGough-Y, Magee-Y, Forwerck-Y, Prebo-Y, and Gauld-Y. **Motion carried**

4th of July Committee: There is a meeting on June 5th at Township at 5:30pm. This will be tabled till the after the meeting.

131 North Resolutions: Information not available, table till June meeting. Thursday morning at 10am will be a meeting at the Township hall with the 131 committee.

Joint Planning: Dan Leonard with Michigan Economic Corp. who said that the Planning Commissions need to join. Elise who works at the township will draw up a proposal for a year. She will help with Economic Development.

Sprinkler System: \$2000.00 has been approved. The person doing the system will be at the council meeting next Monday to answer questions.

Christmas Committee: Prebo suggested getting a Christmas Committee together. He was going to ask Gauld, Benke and possibly Alice Aldrich from the community. He discussed possible having a company come in to do the lights. He just gave some ideas for the lights. They will get together with the Christmas Committee from the village. Motion made by Magee to approve a Christmas Committee. Motion seconded by Gauld. **Motion carried** with all yeas.

Sidewalk: Forwerck discussed possibly looking into an engineering firm to looking into a side walk from the elementary school to the gas station. The side walk will go in after the round- about is completed. It was discussed what could be done to keep the snowmobile's off the sidewalk once completed. Motions by Forwerck to have the Chair person appoint a committee to look into snow mobile routes to the BP station. This would be by Magee and Tornow. Motion resided. Magee will talk to Doug Mansfield and submit a letter and the drawings to see what he thinks.

Old Business

Bids for Tree Trimming: Magee said that he has found no one for tree trimming. Benke said that Helsels would do it in the fall. Benke and Magee would volunteer work on the trees to get by till fall when the major tree trimming will be done. The firefighters are already watering the trees. Motion made by Prebo to pay the firefighters now \$1000.00. Motion seconded by Benke. **Motion carried** with all yeas. Motion was made last month to approve \$800.00. It went up to \$1000.00 this month and paid all at once.

Bulletin Board Update: John Kelly is going to get the plaque done. Magee and Tornow will get together to get the roof on.

Plaques: McGough has some plaques from the light post in front of the hardware store that needed to be replaced. There was discussion on other plaques that need to be addressed. Forwerck and Magee to walk and replace loose plaques.

Street Lamps: Prebo discussed selling plaques on vacant lamps. This will be tabled to a future meeting.

131 North resolutions: resolution not available at meeting. This will be tabled till next meeting. Forwerck said that the old street banners are out in shed. She said that she would like to sell them. Motion made by Forwerck to sell the original banners though out the summer season. Motion seconded by Tornow. **Motion carried.** The large banner will sell for \$20.00 and the small banner for \$10.00.

Meet the people: Prebo handed out a sheet with ideas to let the people of the community know who the government officials are. He discussed a one hour meet and greet at the library during the 4th. He discussed ideas for later on this year and next year.

Public Comment: none

Board Comments: Forwerck said that Magee is to sign the checks in place of Deike since he is the chair. She questioned if it was in last months minutes. She said she wanted this done as soon as possible.

Magee made a motion to adjourn at 7:52pm

Respectfully Submitted
Marcia Eby

Village of Fife Lake Downtown Development Authority
Meeting Minutes
June 19, 2018

Meeting called to order at 6:00 pm

Roll Call: Present: Forwerck, Patrick, Gauld, Prebo, McGough, and Magee.

Absent: Benke, Tornow, and Deike

Approval of Agenda: Additions to the agenda are under new items will be Deikes resignation, and under bills to pay will be the sprinkler and the bonding fee for the treasurer and chair. Forwerck made a motion to approve the agenda as amended, seconded by McGough. **Motion carried**

Approval of Minutes: Motion by Forwerck to approve the 5/15/18 minutes as presented, seconded by Patrick **Motion carried.** Magee commented on how nice the village was looking and how everything is coming together. Forwerck asked if the village clerk could send a letter on behalf of the DDA and Council to the Gwadala's complementing them for the improvements that they made to the Kimball's building.

Guest: none

Special Items: McGough discussed Minders building which is the old bank building. He asked if something could be done to the plywood over the window.

Communications: Prebo discussed noise. He said that there is a really noisy boat on the lake late at night. Forwerck discussed getting a hold of the deputy about the issue since there is an ordinance in place.

Public Comment: none

Treasurers Report: report in packet. Forwerck explained the statement and discussed the bills that were paid. The outstanding bills are the sprinklers in Lakeview Park for \$2127.50 that will be covered under sprinklers. Forwerck made a motion to pay \$50.00 for bonding of the treasurer and chair. Motion seconded by Patrick. **Roll call:** Forwerck-Y, Gauld-Y, Prebo-Y, Patrick-Y, McGough-Y, and Magee-Y. **Motion carried.**

New Business

4th of July Committee: Patrick said that everything at this point is in place. There was some concern about the barge and the boat launch on the south side of the lake.

Joint Planning: Forwerck gave an update. The next meeting will be the township and village.

Sprinklers: The DDA already approved \$2000.00 towards the sprinklers. The amount for the sprinklers is \$127.50 short. Motion made by Forewerck to pay the extra \$127.50 to pay half for the sprinklers, seconded by Patrick. **Roll Call:** McGough-Y, Prebo-Y, Gauld-Y, Patrick-Y, Forwerck-Y, and Magee-Y. **Motion carried.**

Movies in the Park: Forwerck made a motion for the DDA to sponsor one movie for up to \$275.00. Motion seconded by Magee. **Roll call:** Patrick-Y, Prebo-Y, Gauld-Y, Forwerck-Y, McGough-Y, and Magee-Y. **Motion carried.**

Deike resignation: Deike has officially resigned from the DDA. Council accepted her resignation at their meeting

Old Business

Bulletin Board Update: Forwerck said that her brother was working with her on the plaque. She had some concerns regarding the font and the size of the bulletin board.

Plaques: Forwerck said she was working on the plaques that were needed. She said that the bases of the street lamps are different than the original street lamps. She said because of that she needs to go on the computer and reconfigure the plaques. There are three plaques that need to be replaced.

Street Lamps: Prebo discussed again about the purchase of plaques for vacant street lamps. Magee will look into damaged bases. This will be moved to the September agenda

131 North Resolutions: information in packet. Forwerck made a motion to accept the Explorer 131 North Resolution, seconded by Patrick. **Motion carried** with all yeas.

Meet the people: Prebo suggested getting together for an hour around Halloween time at the library. Prebo will have more information at the next meeting. There was discussion on a community garage sale possibly this fall.

Public comment: Prebo commented on the complaints of glass on the beach. McGough said that he has been raking the beach for glass. He said it is all old glass from a torn down hotel.

Megee made a motion to adjourn at 7:15pm

Respectfully submitted
Marcia Eby

Village of Fife Lake
Downtown Development Authority
Meeting Minutes
July 17,2018

Meeting called to order at 6:04pm

Roll call: Present: Prebo, Tornow, McGough, Forwerck, and Gauld

Absent: Benke. Magee, and Patrick

Approval of agenda: McGough made a motion to approve the agenda as presented.

Seconded by Gauld. **Motion carried** with all yeas

Approval of Minutes of 6/19/18: Forwerck made a motion to approve the minutes as presented, seconded by Prebo. Motion carried with all yeas.

Guest: none

Special items: The DDA is going to cover \$2000.00 to State Craft in regard to merging the Planning from Village and Township. Forwerck made a motion to pay \$2000.00 to State Craft, seconded by Tornow. **Roll Call:** Tornow-Y, McGough-Y, Prebo-Y, Forwerck-Y, Gauld-Y. **Motion carried.**

Communications: none

Public Comment: none

Treasurers Report: Treasurer not present at meeting. Forwerck said that the bills are paid.

New Business: Forwerck discussed a conference in Charlevoix put on by MSU in October.

Prebo asked if he could get \$100.00 for samples of Christmas lights for decorations in for down town.

Forwerck discussed the joint planning meeting on the 31st. with Elise from State Craft.

Prebo will go to the Planning meetings on behalf of the DDA.

Tornow wants the trees trimmed at the beach. He said it was hard to see the fireworks on the 4th. He said the Willow trees are obstructing the view.

Old Business

Bulletin Board update: ongoing, plaque not done

Plaque: ongoing

Street Lamps: ongoing. Will need to see how many bases need repair

Meet the People: Prebo suggested getting something together around the Scarecrow Festival.

Forwerck made a motion to adjourn at 6:45pm

Respectfully Submitted

Marcia Eby

Village of Fife Lake
Downtown Development Authority
Meeting Minutes
August 21,2018

Meeting called to order at 6:15pm

Roll Call: Present: Gauld, Patrick, Tornow, Benke, and Prebo
Absent: Forwerck, Magee
Others: Eby- Recording Secretary

Approval of agenda: additions to the agenda under new items are Scarecrow Festival, and Historical Society. Prebo made a motion to approve the agenda as amended, seconded by Gauld. **Motion carried** with all yeas

Approval of Minutes: Prebo made a motion to approve the minutes as presented, seconded by Benke. **Motion carried** with all yeas

Guest: none

Special items: none

Communications: Bill from the village for the Porta Jon. Motion made by Prebo to pay the Porta Jon for up to \$360.00. Motion seconded by Tornow. **Roll Call:** Patrick-Y, Benke-Y, Tornow-Y, Gauld-Y, and Prebo-Y. **Motion carried.** The Porta Jon will be paid in full for the remainder of the season.

Benke said that paint was needed for the disc golf. Prebo made a motion to pay \$100.00 or less for paint. Motion seconded by Gauld. **Roll Call:** Gauld-Y, Patrick-Y, Tornow-Y, Benke-Y, and Prebo-Y. **Motion carried.**

Public Comment: none

Treasurers Report: Handouts given to members. Benke went over the statements.

Bills to pay: covered in communications

New business

Planning Commission update: Prebo gave a report on joint planning. Next meeting is September 4th. He talked about the first meeting of the Christmas committee. He discussed some ideas for Christmas lighting. He talked to a couple of people about placement of lights and will be meeting with Bronners tomorrow for ideas.

Scarecrow Festival: Motion by Benke to pay the Chamber of Commerce \$100.00 for the Scarecrow Festival, seconded by Prebo. **Roll Call:** Patrick-Y, Prebo-Y, Tornow-Y, Benke-Y, and Gauld-Y. **Motion carried.**

Forewerck arrived at 7:00pm

Historical Society: Motion made by Tornow to pay \$200.00 to the Historical Society, seconded by Prebo. **Roll Call:** Prebo-Y, Patrick-Y, Gauld-Y, Benke-Y, Forewerck-Y. **Motion carried.**

Old Business

Bulletin Board Update: Nothing new

Plaques: Forewerck discussed the difference between the medal verses rubber plaque. Motion by Benke to go back to the medal plaques, seconded by Patrick **Motion carried** with all yeas.

Street Lamps: none

Meet the People: Prebo will be checking into this.

Public Comment: Forwerck said that she was in Gordys today and Gordy said that when people see the sign for Fife Lake when passing by they think that Fife Lake is only a lake. Forwerck said the sign over the viaduct should be looked into again.

Patrick made a motion to adjourn at 8:41pm

Respectfully submitted
Marcia Eby

Village of Fife Lake Downtown Development Authority
Meeting Minutes
October 16, 2018

Meeting called to order at 6:01pm.

Roll Call: Present: Benke, Tornow, McGough, Patrick, Forwerck

Absent: Prebo, Magee and Gauld

Others: Eby- Recording Secretary

Approval of Agenda: McGough made a motion to approve the agenda as presented, seconded by Patrick. **Motion carried** with all yeas.

Approval of Minutes on 9/18/18: Forwerck made a motion to approve the minutes as presented, seconded by Patrick. **Motion carried** with all yeas.

Guest: none

Communications: Scarecrow Festival letter through the Chamber of Commerce requesting a donation. Benke is requesting a letter from the Historical Society regarding the recent donation request for \$200.00.

Gauld arrived at 6:15pm.

Public Comment: none

Treasurers Report: Benke passed out the bank statement and a copy of bills paid. She said she paid two bills, one to the Fife Lake Hardware for \$99.39 and a check for \$100.00 to the Chamber of Commerce. She also went over the bank statement. Benke discussed the Quick Books. She said she talked to Johnson- Village Clerk about possibly doing Quick Books through the DDA but Johnson said it has to go through the village. Benke will call the auditor to see if that is true. The DDA would like to do their own finances though Quick Books.

Bills to Pay: no additional bills to pay.

Prebo arrived at 6:25pm

New Business

School Bond Proposal: Deike discussed what was going to be on the upcoming bond proposal. There will be an upgraded security system. An addition will be added on the back side of the building to allow the middle school students to eat in a room and not on the stage. A weight room will be added off the gym. Renovations will be done to the band room. The athletic facilities will be updated, which included replacing the gym floor due to mercury. The track will be replaced with a 4 lane track. The bleachers and press box will be replaced and there will be an addition of a concession stand with flushable bathrooms. New busses are also in the bond possibly for 4 or 5.

Old Business

Bulletin Board Update: this will be put together to get ready to place.

Meet the People: this will be on October 27th from 2-4 at the public library.

Christmas Committee: He said that one light is lit up in town as a sample. The people he hired are all lined up to put them up, possibly the first or second week of November. The Christmas decorating party will be on December 1st. The tree in the park will be decorated. This will be a community event.

Public Comment: none

Board Comments: Forwerck said that an annual report needs to be done on behalf of the DDA. She said it is usually done in January. She does not know who is going to do it. She said possibly work with an auditor for the report to the State of Michigan. Motion made by Prebo to have Benke to get a clarification from the auditors in writing what we have to do for book keeping. Motion seconded by Gauld. **Motion carried** with all yeas. A committee of Benke and Prebo will check into this.

Forwerck said that in January an engineer will be needed for the side walk. The dead trees at the Baptist Church need to be looked into. Are they the churches responsibly or the Village's responsibly. McGough will check into this.

Benke made a motion to adjourn at 7:30pm

Respectfully submitted

Marcia Eby