

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON JANUARY 25, 2022**

The Downtown Development Authority met Tuesday, January 25, 2022 in a regular meeting at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairperson Leighton called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Rick Brown, Rita Craig, Tim Fauser, David Leighton, Steven L. Marvin, Nanette Miller, Sally Rae

MEMBERS ABSENT: Harry Ammon, John Hayhoe

OTHERS PRESENT: C. Howard Haas, DDA Executive Director, Lori Underhill, DDA Deputy Director

PUBLIC COMMENT: None

SET/ADJUST AGENDA There were no adjustments to the agenda.

APPROVAL OF MINUTES

Miller moved, Craig supported, to approve the regular meeting minutes of November 30, 2021.

A Voice Poll Vote was recorded as follows: All Ayes
Absent: Ammon, Hayhoe

MOTION CARRIED

Craig moved, Miller supported, to approve the regular Brownfield meeting minutes of November 30, 2021

A Voice Poll Vote was recorded as follows: All Ayes
Absent: Ammon, Hayhoe

MOTION CARRIED

BUSINESS

THE VILLAGE INN MOTEL – POLICE AND FIRE CALL STATISTICS

Executive Director Haas introduced Lt. Chauncey Shattuck, Ingham County Sheriff's Office (ICSO), Delhi Division, and Chief Brian Ball, Delhi Township Fire Department. Lt. Shattuck and Chief Ball shared statistics related to The Village Inn Motel from their respective departments. Over a 3 year period, ICSO Delhi Division responded to 171 calls for service at that location. In 2021, the Delhi Township Fire Department responded to 23 medical related calls for service at that location. Mr. Haas explained that he had contacted the owners of The Village Inn with an offer to purchase the property several months ago. They have not responded.

SUBJECT TO APPROVAL

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POWERING CEDAR STREET MEDIANS – HUBBELL, ROTH & CLARK, INC.

Brown moved, Leighton supported, to approve the proposal for Professional Engineering Services for Powering Cedar Street Medians – North of Holbrook to Hancock Drive from Hubbell, Roth & Clark, Inc. in the amount of \$42,000.00.

Todd Sneathen, Hubbell, Roth & Clark, Inc. (HRC) was present to discuss the proposal for Professional Engineering Services. He explained that this proposal would allow HRC to conduct a preliminary study to determine probable construction costs for the project. Once the study is complete, the Board can decide if they wish to proceed with the project.

A Roll Call Vote was recorded as follows:

Ayes: Brown, Craig, Fauser, Leighton, Marvin, Miller, Rae

Absent: Ammon, Hayhoe

MOTION CARRIED

NOMINATION AND ELECTION OF 2022 DDA BOARD OFFICERS

Craig moved, Marvin supported, to nominate the following as DDA officers for the calendar year 2022: Chairperson: David Leighton; Vice Chairperson: Tim Fauser; Secretary: Nanette Miller; Treasurer: Sally Rae.

A Roll Call Vote was recorded as follows:

Ayes: Brown, Craig, Fauser, Leighton, Marvin, Miller, Rae

Absent: Ammon, Hayhoe

MOTION CARRIED

REPORTS

Executive Director

Mr. Haas reported that the renovation work at 2176 Cedar is moving forward. The interior plumbing and electrical work is complete. The connection to the sewer system is also complete. He met with potential users of the DDA owned property at Cedar and Hancock. Esker Square has received its steel delivery. There is a slight delay due to the sewer permit at this time.

Deputy Director

Lori Underhill reported that the Market will be hosted an Open House following the Delhi Township Tree Lighting Ceremony on Wednesday, December 1. It was very well attended. She reported on several retirements of long-term Township employees. She gave an update on the Electric Vehicle Charging stations usage.

Advertising & Marketing Committee

The Committee did not meet in January.

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Planning Commission

Ms. Craig reported that the Planning Commission approved a change in zoning for the former Chisholm Hills Golf Course property to R-1C. This property is partially located within the City of Lansing. Site plan approval was granted to the proposed Tailgaters service station located at the SW corner of Holt and College Roads. A Planned Development was approved for Evergreen Village (Grovenburg & Krantz Roads). The Avis Flats permit was extended for another year.

Supervisor

There was no report.

Treasurer

Ms. Rae reported that the total DDA cash and investments as of November 30, 2021 were \$5,320,977.

Members

Ms. Miller asked if there was a way to make the mid-block crossings in Cedar Street (between Holt and Aurelius) more visible.

Limited Comments

None.

ADJOURNMENT

The meeting was adjourned at 7:51 p.m.

Nanette Miller, Secretary

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SUBJECT TO APPROVAL