

Planning Commission/DDA Minutes

Approved

Monday April 11th, 2022

Call to order : 6:03 pm

Pledge of Allegiance:

Attendees Present: Rick Wright, Steve Fuller, Linda Wert-Fuller, Kevin Bible, and Julie MacKay

Absent: Frank & Rachel Baur

Guests: Brad Howard, District 5 Commissioner

Julie made a motion to approve the agenda for April 11, 2022. Rick 2nd. All ayes. MC.

Julie made a motion to accept the March 7th, 2022 meeting minutes. Steve 2nd. All ayes. MC.

Planning Commission Business:

Kevin spoke with Doug Piggott from Rowe Engineering about costs associated with updating Bancroft's master plan. When Doug has this proposal ready he will come to the PC/DDA meeting and present to members.

Kevin has presented a document for the planning commission's part of the PC annual report. Linda has hand delivered this document to the village clerk with the instruction sheet printed from the MSU extension. This instruction sheet has a list of requirements that needs to be filled out by village officials.

Julie made a motion to open nominations for PC/DDA seats. Linda 2nd. All ayes. MC.

Kevin nominated Rick as Chairperson. Steve 2nd. All ayes.

Julie nominated Linda as Clerk/Secretary. Rick 2nd. All ayes.

Linda nominated Julie as treasurer. Rick 2nd. All ayes.

Linda nominated Kevin for Vice Chair. Steve 2nd. All ayes.

Roll Call, Steve, Julie, Rick, Linda & Kevin. All Ayes.

Julie made a motion to approve nominations as listed by roll call vote.

Linda 2nd. All ayes. MC.

Public Comments: None

Member Comments: None

DDA Business:

The importance of the TIF financial report was discussed. Another filing will be due this July. DDA has expressed the importance to the Village officials.

A new clerk is getting acclimated and will proceed shortly.

The April informational meeting has been moved to the May meeting.

Summer Fest date of August 20th, 2022 has been confirmed with Jim Woods . He has asked for a plan layout so he can proceed with legal licensing. Jim also suggested the DDA may want to look at inviting local restaurant owners to participate. A discussion was held on selecting & purchasing a printer for the DDA. Julie & Linda will look into what options we need.

Kevin left the PC/DDA meeting at 7:01 pm.

Rick made a motion to reimburse Linda \$112.20 for paper & ink. Julie 2nd. All ayes. MC. Roll Call, Julie, Steve, Rick & Linda. All ayes. Julie made a motion to reimburse Linda \$11.62 for paper protection sheets for the PC/DDA Handbook. Rick 2nd. All ayes. MC. Roll Call, Rick, Julie, Steve & Linda. All ayes. MC.

Linda asked for all members to turn in all volunteer hours. These hours can be applied when applying for matching grants.

A discussion was held on who can update the list of officials in the TIF handbook. Kevin will check with Doug Piggot from Rowe Engineering. The Rules of Procedure handbook has been presented to the PC/DDA members for inspection, suggestions and improvements. When everyone has submitted their input Linda will finish and bring it back to PC/DDA for final approval.

Linda made a motion to present the "Rules of Engagement Resolution" for the MEDC Redevelopment Ready Community plan to the village council. Rick 2nd. All ayes. MC.

A discussion was held on posting & publishing an invitation to the community business owners & local government to participate in the next council meeting to create public awareness for how the Redevelopment Ready Community process can help our community grow and help with acquiring grants.

Discussion on USDA from Rachel postponed.

Treasurer's Report:

CHRP: \$23,037.15 General: \$2,500.56 TIF: \$6,952.70
Community: \$2,039.86

Linda made a motion to accept the Feb, March & April financial reports pending audit. Rick 2nd. All ayes. MC.

Old Business:

Summer Fest date to be confirmed with council.

PC/DDA seeking volunteers to help with Summer Fest activities.

Luft plaque tabled.

Community Hall roof bids are being sought.

Community Hall facade tabled.

Public Comments: Brad Howard introduced himself as District 5 Commissioner.

Member Comments:

Rick asked for a detailed plan and commitment from the village council to move forward with original plans for the community hall restoration. Rick also will also seek confirmation that the DDA has a specified storage container from the village. A key to said unit is required.

Julie also inquired if any other ideas for future fund raisers were being considered. Julie also made mention of a company called 32 Auction, as a possibility.

Steve made a motion to adjourn at 7:34pm. Rick 2nd. All ayes. MC.

Submitted by

Linda Wert-Fuller

PC/DDA Secretary