

**CITY OF WILLIAMSTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
MARCH 20, 2007  
REGULAR MEETING MINUTES**

**1. Call To Order:**

The meeting was called to order at 7:05 p.m. by Vice Chair Tom Mitchell and the Pledge of Allegiance was recited.

**3. Roll Call:**

Vice Chair Tom Mitchell, Authority Members Barb Vandenberg, Timothy Grossman, Alyson Wendt, and Mayor Ken Zichi. Absent: Bev O'Malia (arrived at 7:10), Jeremy Emmi, and Karen McGarry.

Also Present:

Deputy Clerk Holly Thompson, Community Development Director Alison Alfredson, Chamber Representatives Dawn Marie Joseph, and Barb Burke, Wilcox Engineers Vanessa Warren, and Mike Hawkins, DTE Representatives Paul Ganz, and Greg Tchozewski, and citizen Mike Thomas.

**4. Approval of Agenda:**

Remove the "t" from "Gantz" on the DDA agenda.

Motion by **Zichi**, second by **Grossman**, to approve the agenda as amended.

**Motion passed by voice vote.**

**5. Public Response:**

Vice Chair Mitchell called for public comment at this time and there was none.

**6. DDA Regular Minutes of February 20, 2007:**

Motion by **Wendt**, second by **Vandenberg**, to approve the DDA regular meeting minutes of February 20, 2007 as presented. **Motion passed by voice vote.**

**7. Accounts Payable:**

None.

**8. Treasurer- Budget Report:**

A financial printout was received from the City Treasurer for DDA review.

\*Chair O'Malia arrived at 7:10 p.m.

Motion by **Zichi**, second by **Mitchell**, to excuse McGarry. **Motion passed by voice vote.**

**9. Community Development Director Report:**

Director Alfredson submitted a written report for DDA review and added that the second "Williamston is Livin' Large" work session is Wednesday, March 21, 2007, at 7:30 a.m. in the Community Center Room 22. The next Small Town Design Initiative will be April 19<sup>th</sup> beginning with free food at 6:00 p.m. and the presentation to follow at 7:00 p.m. in the Discovery Elementary School Auditorium.

**10. Presentation by DTE- Paul Ganz and Greg Tchozewski:**

Paul Ganz, of DTE Energy, introduced himself to the DDA and commented that the purpose of their visit is to provide information and renew their relationship with the DDA.

Chair O'Malia commented that the DDA's relationship with DTE has been difficult with projects not being completed in a timely manner. The DDA now has the option of purchasing their own street lights and maintenance without using DTE.

Greg Tchozewski responded that he has always tried to return calls and e-mails within twenty four hours of receiving them. He commented that he would be happy to rectify any problems the DDA has had with DTE. In response to the DDA's projects not going smoothly; the purchase of the City's lights could not be done in advance because they were custom made poles and fixtures. He added that DTE "lost their shirt" on the job because modification of the poles to fit into the bases was not factored into the price. Mr. Tchozewski commented that he likes to have total control of the electrical aspect of the project if possible to make sure the job is done correctly.

Chair O'Malia questioned what DTE can do for the DDA.

Mr. Tchozewski replied that the main service that DTE can provide to the DDA is maintenance of the system. If damage occurs on the system DTE will secure the area within twenty four hours of notification. He also claimed that DTE has high quality products and keeps replacements in stock.

Chair O'Malia asked if there has ever been a break down of costs for maintenance. She did not realize they were being charged a flat rate for maintenance for the current system.

Mr. Tchozewski commented that the maintenance charge is based on the wattage of the light.

Chair O'Malia asked if he could provide a breakdown of the maintenance costs versus the electric charge.

Mr. Tchozewski commented that the costs are controlled by the public services commission. He stated that the maintenance is about 3.4 cents per kilowatt hour and would be detailed in the rate book that he could provide to the DDA.

Director Alfredson commented that much of the frustration was from DTE employee Chuck Raul in the first phase of the streetscape.

Mr. Tchozewski commented that attitudes have changed at DTE because of lost jobs due to their previous issues with inflexibility. They are now trying to work better with communities on lighting.

Chair O'Malia thanked Mr. Ganz and Mr. Tchozewski for attending the meeting.

## **11. Action Items**

### **11a. Jubilee Events Funding Request by Williamston Area Chamber of Commerce:**

Dawn Marie Joseph commented that the Chamber is organizing two events during Jubilee, a chainsaw carving contest, and craft show. The Chamber requested \$1000 for the craft show and \$2500 for the chainsaw carving contest.

Motion by **Vandenberg**, second by **Wendt**, to approve the Chamber of Commerce request for \$3500 for the craft show and chainsaw events during Jubilee. Yes: O'Malia, Zichi, Mitchell, Vandenberg, Grossman, Wendt. No: None. **Motion passed.**

### **11b. Budget 2007-2008:**

Chair O'Malia commented that the budget committee met to discuss the budget but were waiting for information from the City Manager regarding the salaries and wages portion to determine what to budget for in the next fiscal year.

Motion by **Zichi**, second by **Grossman**, to table the 2007-2008 budget until the next meeting. **Motion passed by voice vote.**

Chair O'Malia noted that she will not be able to attend the April DDA meeting.

## **12. Discussion Items**

### **12a. City Council News:**

Member Zichi commented that a certificate of occupancy has been received for the library room at the Community Center. The Capital Area District Library will meet to discuss a timeline to move the library. Member Zichi added that the appraisal for the current library structure was \$195,000.

## **15. Public Response:**

Mike Thomas commented that the location of the Farmers' Market will be in the two parking lots at the corner of Putnam Street and High Street.

Chair O'Malia commented that the DDA needs to schedule a river cleanup day in May at their April meeting.

**16. Adjournment:**

**Meeting adjourned at 8:39 p.m.**

**\*THE PRECEDING MINUTES ARE A SYNOPSIS OF A DOWNTOWN DEVELOPMENT AUTHORITY MEETING AND DO NOT REPRESENT A VERBATIM RECORD.**

**Respectfully Submitted by: \_\_\_\_\_  
Holly M. Thompson, Deputy Clerk**

**Date Approved: \_\_\_\_\_**