



Paw Paw Downtown Development Authority

MEETING MINUTES

April 15, 2019 • 5:30 p.m.

DDA Office at the Carnegie Center
129 S. Kalamazoo St. Paw Paw

Call to order - Meeting was called to order of the Paw Paw Downtown Development Authority Board of Directors was called to order at 5:30 by Board Chair Mary Lou Hartwell.

In attendance –Mary Lou Hartwell, Ellyn Jones, Steve Racette, Roman Plaszczak, Barbara Carpenter, Joe Romph, Susan Metzger, Kimberly Otten, Maria Diaz, Sarah Moyer-Cale – Village Manager, Mary Springer-DDA Coordinator, Mary Beth Sons- Chamber Representative.

Absent –Cindy mount, Harold Schuitmaker, Sid Shank

No Guests

A MOTION was made by Susan Metzger and **SUPPORTED** by Joe Romph to approve the minutes of the March 18, 2019 Board meeting minutes as presented. **MOTION CARRIED.**

GRANT and LOAN APPROVALS

The Grant review committee reviewed the 3 grant requests from Ryan Sylvester for properties located at:

929 E. Michigan Avenue requesting roof replacement. The Façade committee recommends that the board approve this grant contingent on

A MOTION was made by Susan Metzger and **SUPPORTED** by Joe Romph to approve a grant of \$3000.00 to Ryan Sylvester, 929 E. Michigan Ave. for roof replacement. **MOTION CARRIED.**

780 S. Gremps St.-requesting \$5000.00 for window replacement- the committee is holding this grant pending an actual invoice from a licensed contractor.

927 E. Michigan Ave.- requesting a \$4602.50 grant for removal, reinstall, fix drain issue and replace sidewalks as a result of draw system install. The committee is holding this grant request pending an invoice from a licensed contractor.

Ongoing Business

There are currently two vacancies on the DDA board. Due to her busy schedule since retiring, Cindy Mount has asked to be replaced suggesting Randy Barker be considered to step in for Mercantile Bank. Holly Hamilton has been asked and has agreed to sit on the board. Randy will be contacted to inquire about his interest and Roman will take it before the Village Council for approval.

Committee and Staff Reports

Village Manager's Report – Sarah reported that the 210 property is 3 weeks out from grant documentation finalization with Devon Title. The new purchase agreement needs to be updated and signed. The Village owns property at the corner of Gremps and Commercial where the Basket factory and Paw Paw plating once stood. The Brownfield Authority is paying for materials for a packet which would interested parties suggestions for the kinds of projects that might be the best fit..

Coordinator's Report – Mary gave the staff report.

New Business

The resolution to approve the sale of the Ben Franklin Building to 210 E.LLC (The Bartons) was read by Mary Lou Hartwell.

A MOTION was made by Steve Racette and **SUPPORTED** by Barbara Carpenter to approve the sale of 210 E. Michigan Ave. to 210 E. LLC for \$55,450. **MOTION CARRIED by unanimous vote.**

Member Comments

Roman indicated that an attorney has already contacted him about the availability of the 210 building.

Susan Metzger announced that she has started her own Law Practice, Metzger Family Law and Mediation. Her office is located on the corner of Niles St. and Paw Paw St. In the Law offices with Kelly Paige and Gary Stewart.

Adjournment – 6:19 pm
