Chairman Heins called the meeting to order at 12:00 p.m.

Present: Chairman Heins (Chairman), Van Leeuwen-Vega (Vice Chair), Braschler, Callen, Parker, Pauli, Stalec,

Absent: Roggenbau, Willison

Staff Present: Herder (DDA Director), Stepanian (Assistant to the Village Manager), Schwing (Deputy Clerk)

1. **Tanglefoot Park Fireplace Timer**

   Herder spoke regarding her meeting with the Whitehall contact(?) in regard to procuring and installing a public accessible timer for the Tanglefoot Fireplace. Herder relayed the bid the Village received for $3500 to purchase and install the timer to the Board.

   Delamater discussed the current safety concerns regarding the fireplace when unattended as well as the increased liability the Village would face with a publicly accessible timer. Delamater continued to explain the existing difficulty of containing the fire to the fireplace on windy days and how the fire Marshall recommend that shielding be installed to prevent individuals being burned. Delamater discussed the likelihood of a publicly accessible timer increasing the potential of individuals being unintentionally burned.

   The Board discussed the safety concerns and manners in which they could be addressed prior to the acquisition of a publicly accessible timer.

2. **209 W. Exchange Development Extension**

   Burns explained how Brandon Wolf, of ARM, reached out to her requesting an extension for the original development agreement for 209 W. Exchange, until December 2025. Burns enumerated possibilities for development, should ARM not be granted an extension and the resulting complications for the project. Burns recommend that the Board grant ARM an extension on the development project.

   The Board discussed the benefits and deterrents, for both the Village and ARM, of granting an extension for the development agreement before adding it the consent agenda.

3. **DDA Strategic Plan Review & Discussion**

   Herder reviewed the existing Strategic Plan with the Board and noted the various stages of accomplishment for each objective on the list. Herder detailed her efforts to reach out to and collaborate with new and existing Village businesses.

   The Board discussed how to better accomplish and address the Strategic Plan so that accomplishing palpable aspects of the plan are more evident than more nebulous long-term goals that exist to reinforce the ideology of the plan.

4. **Board Member Comment**

   Herder updated the Board on the efforts being taken to address the parking difficulties
in the Family Dollar parking lot and the business owners she contacted to direct their staff towards alternative parking venues.

**Braschler** notified the Board of a non-match grant from the DNR for governmental entities to address local park improvement.

**Van Leeuwen-Vega** inquired into the status of the Fuel Bar and the future use of that space.

**Heins** addressed **Delamater** and thanked him for bringing the safety concerns for the Tanglefoot Fireplace timer to the Board’s attention.

5. Public Comment: -

**Delamater** explained details of USDA infrastructure improvement project, worth approximately $7.5 million, which will optimistically be brought to Council for approval in February 2023.

**Delamater** spoke on the CIP and asked the Board to consider additional funding when accessing the budget in the future. **Delamater** discussed assisting in the development of future budgets to address infrastructure improvements in the future.

**Delamater** explained the DPW staffing and duties they provide for both the Village and Township; as well as the delays in material procurements to address existing projects.

6. Adjournment -

There being no further business, the meeting adjourned at 12:49 P.M.

Doug Heins, Chair  Jordan Schwing, Deputy Clerk