

Village of Fife Lake Downtown Development Authority  
Meeting Minutes  
May 18, 2021

Meeting called to order at 6:30pm

**Roll Call:** Present: Forwerck, Patrick, Tornow, McGough, and Smith  
Absent: Benke, Prebo, and Magee

**Approval of Agenda:** Addition to the agenda under new items will be Website and under that will be Historical Society. Forwerck made a motion to approve the Agenda with the changes, seconded by Patrick. **Motion carried** with all yeas.

**Approval of Minutes:** Correction to the minutes, under web services Patrick was referred as she instead of an he. Under the Treasurers report the P.O. box was not paid it was money paid to send a check to Anlaan certified and the purchase of stamps. Forwerck made a motion to approve the minutes with the corrections, seconded by Tornow. **Motion carried** with all yeas.

**Guest:** none

**Communication:** none

**Public Comment:** none

**Treasurers Report:** Benke said that there were no bills this month and that there was one deposit of TIF money for \$2965.51. Motion made by Patrick to accept the treasurers report as presented, seconded by Smith. **Motion carried** with all yeas.

### New Business

**Website:** Tessa Johnson handed out what the cost would be to takeover and maintain the website. She said the old website would not be used. The website fee with domain and storage would be \$600.00, Set up fee (once) would be \$900.00 and 3- year maintenance fee of \$500.00. DDA would like to review the contract yearly and Johnson agreed. Motion made by Forwerck to approve Johnson's plan for the website for 3 years with a stipulation to evaluate her at the end of each year to see if any changes need to be made. Motion seconded by Patrick. **Roll call:** Tornow-Y, Patrick-Y, McGough-Y, Smith-Y, and Forwerck-Y. **Motion carried.**

**Historical Society:** The Historical Society is asking for a donation of \$500.00 to replace the roof. Motion made by Patrick to give \$500.00 to the Historical Society for roof replacement, seconded by Tornow. **Roll call:** Patrick-Y, Tornow-Y, McGough-Y, Smith-Y, and Forwerck-Y. **Motion carried.**

Benke arrived at 6:45pm. She made a correction to the minutes saying that the P.O. Box was not paid and that it was a certified check and stamps instead. Motion made by Forwerck to add the correction to the minutes of the P.O. Box not being paid and that the money that was spent on sending a certified check to Anlaan and to buy stamps. Motion seconded by Patrick. **Motion carried.**

### Updated Business

**Sidewalk Update:** The sidewalk was looked at and said that the grass was not growing well where the net was laid. They said that the drains need to be addressed and they have plywood

there. They would like yellow striping in areas where the elevation changes. Benke said that she took picture of problems areas and sent them to Gosling and has not heard back from them.

**Annual Report:** Forwerck will look into this.

**Bulletin Board:** Tornow is working on this with Magee.

**Streetlights:** Checking the streetlights was not done. Rescheduled for June 15th

**Movies in the Park:** Benke will check with Deike and also check with the library and will follow up next month with board.

**Web Services:** Already discussed.

**TIF Plan Review:** Review of last month list of projects was done. Added to the list was a dog park. It was suggested placing picnic tables and a gazabo to Pierce Street Park.

**Public Comment:** none

**Board Comments:** none

**Motion to adjourn:** Motion made by Forwerck to adjourn at 7:30pm

Respectfully Submitted

Marcia Eby