



DDA ACTION SUMMARY SHEET

MEETING DATE: December 16, 2025

TOPIC Seasonal Snow/Ice Maintenance

BACKGROUND BRIEF:

The Board has discussed the impact of the Village DPW being unwilling to assume the plow responsibility for our leased and developed public parking areas. This would also include sidewalks adjacent thereto and the Flint Alley.

Our organization, therefore, has a responsibility to maintain the parking and sidewalk areas in the manner required by ordinance.

We have procured two reasonable proposals for adoption by the Board, and administration and oversight of the Director:

1. General Parking Lot Plowing: Verbal quotes and text based exchanges were gathered to find a source for the limited aspect of parking areas known as : Tarr Lot, Irish Tavern, State Farm, Front Street, and our driveway. This does not include the Slater St Lot or the Lumber Yard

Hauxwell, who does several business areas downtown, has quoted \$400 per push.

All other pricing was seasonal and exceed \$20,000

2. Sidewalks, Alley and Lumber Yard: We have the original pricing from DPW for last year of \$17000, and I have ad multiple seasonal offers that exceed \$15000. We have secured Mitten State, a new local company that has quoted us \$6,000 to do all sidewalk, intersection and approach maintenance through February, with an adjustment if the season extends.

RECOMMENDATION:

Approve the seasonal quote from Mitten State

Authorize the Director to use Hauxwell, but secure other options and report to Board not later than its January meeting, or by special meeting as may be called by the Director.

FINANCIAL IMPACT:

We budgeted \$20,000 in General Activities 248-260-801-000 Contractual Services-Downtown. We can absorb this expense in that line, with an anticipated seasonal cost to use a majority of the appropriation.

RECOMMENDED MOTION:

TWO MOTIONS

1. Move to approve the quote from Mitten State LLC for sidewalk and seasonal maintenance in the amount of \$6,000, not to exceed that amount without further action of the Board, with funds from General Activities 248-260-801-000 Contractual Services-Downtown.
2. Move to authorize the Executive Director to manage snow plowing of DDA identified public parking lots at a cost of \$400 per push, with further quotes or additional recommendations presented to the board not later than January 20, 2026, with funding from General Activities 248-260-801-000 Contractual Services-Downtown