



# MINUTES

## SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Monday, December 02, 2024

5:00 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

### 1. Call to Order

The Monday, December 2, 2024, Special Meeting of the Lake Orion Downtown Development Authority Board of Directors was called to order in the Lake Orion Village Hall Council Chambers located in the 21 East Church Street, Lake Orion, MI 48362 by Treasurer Matthew Shell at 5:01 PM.

### 2. Roll Call and Determination of Quorum

Attendee Name	Organization	Title	Status	Arrived
Debbie Burgess	Village of Lake Orion	Chairperson	Absent	
Sam Caruso	Village of Lake Orion	Vice Chairperson	Present	
Matt Shell	Village of Lake Orion	Treasurer	Present	
Henry Lorant	Village of Lake Orion	Secretary	Present	
Chris Barnett	Village of Lake Orion	Board Member	Present	
Alaina Campbell	Village of Lake Orion	Board Member	Absent	
Lloyd Coe	Village of Lake Orion	Board Member	Present	
Sally Medina	Village of Lake Orion	Board Member	Present	
Teresa Rutt	Village of Lake Orion	Council President	Present	

**STAFF PRESENT:**

Matthew Gibb, DDA Executive Director

Janet Bloom, DDA Assistant Director

**3. Temporary Chair of Meeting**

Treasurer Matthew Shell requested to be temporary chair of the meeting due to Chairperson Debbie Burgess' absence. It was moved by Chris Barnett, board member, and seconded by Hank Lorant, Secretary. Ayes: Caruso, Shell, Lorant, Barnett, Coe, Medina, and Rutt. Absent: Burgess and Campbell. Motion adopted.

**4. Approval of Agenda**

Motion to approve the agenda moved by Chris Barnett, board member, and seconded by Hank Lorant, Secretary. Ayes: Caruso, Shell, Lorant, Barnett, Coe, Medina, and Rutt. Absent: Burgess and Campbell. Motion adopted.

**5. New and Old Business****A. Environmental Disposal at Lumber Yard – Recommendation**

Motion to accept and approve the Cost Estimate for Waste Transport and Disposal with ERG Environmental Services at a cost not to exceed \$12,882.00, authorizing the Executive Director to execute and perform the contract.

Moved by Lloyd Coe, board member and seconded by Hank Lorant, Secretary. Ayes: Caruso, Shell, Lorant, Barnett, Coe, Medina, and Rutt. Absent: Burgess and Campbell. Motion adopted.

**B. Demolition at Lumber Yard – Recommendation**

Motion to accept and approve the Quote for Demolition Services with Peterson Brothers at a cost not to exceed \$49,550.00, authorizing the Executive Director to execute and perform the contract.

Moved by Lloyd Coe, board member, and seconded by Hank Lorant, Secretary. Ayes: Caruso, Shell, Lorant, Barnett, Coe, Medina, and Rutt. Absent: Burgess and Campbell. Motion adopted.

**C. Salvage at Lumber Yard - Alternate Recommendation**

Motion to accept and approve the Quote for Salvage Services with Peterson Brothers at a cost not to exceed \$26,489.85, authorizing the Executive Director to execute and perform the contract.

Moved by Lloyd Coe, board member, and seconded by Hank Lorant, Secretary. Roll Call vote: Yes: Chris Barnett, Hank Lorant, Sally Medina, Matt Shell, Sam Caruso, Teresa Rutt, and Lloyd Coe. No nays. Motion adopted.

**6. Call to the Public**

Let the record show no public comments were received.

## **7. Adjournment**

Motion to adjourn the Monday, December 2, 2024, Special Meeting of the Downtown Development Authority Board.

Moved by Chris Barnett, board member, and seconded by Hank Lorant, Secretary. Ayes: Caruso, Shell, Lorant, Barnett, Coe, Medina, and Rutt. Absent: Burgess and Campbell. Motion adopted.

The Monday, December 2, 2024, Special Meeting of the Downtown Development Authority Board adjourned at 5:07 PM.

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Debbie Burgess  
Chairperson

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Janet Bloom  
Recording Secretary  
DDA Assistant Director

Date Approved: as presented on January 21, 2025.