

**BIRCH RUN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
OCTOBER 14, 2004**

Chairperson Krista Kern called the October Regular Meeting of the Birch Run Township DDA to order at 7:00 P.M. Also present for the board were Earl Schlegel Birch Run Township Supervisor, Jim Totten, Mike Marr, and Don Morse.

Public Comments: NONE

Debbie Trevino, Birch Run Township Treasurer, gave a report on the finances of the DDA. Mrs. Trevino concluded her presentation by updating the DDA on the duties she had fulfilled for the DDA.

A quorum was reached that the DDA would contract with Birch Run Township for clerical and financial services.

A quorum was reached that the DDA would pay Debbie Trevino \$1,250 every six months to perform financial services for the DDA. Also, she would receive a sign on bonus of \$2,000. The duties and responsibilities of the DDA Treasurer will be negotiated with the Township.

A quorum was reached that the DDA would pay Amy Cook \$1,250 every six months to perform clerical services for the DDA. Also, she would receive a sign on bonus of \$500. The duties and responsibilities of the DDA Clerk will be negotiated with the Township.

A quorum was reached to adjourn at 8:07 pm.

**Earl Schlegel
Township Supervisor**

*approved
4/11/05*