

City of Litchfield

TIFA Regular Meeting Minutes

April 14, 2021

Call to order

Chairperson Ed Smith called to order the regular meeting of the **Litchfield TIFA** at 7:10 p.m. on **April 14, 2021** at the **Litchfield Regional Training Center**.

Members Present: Ed Smith, Bill Nobles, Matt Wolfinger, Mike Warren, and Brendan Sanger

Absent: Don Failing and O.R. Smith

Others Present: Charles Carter – Litchfield Resident

- I. Carter Request for Purchase in Hawthorn Heights:** Mr. Carter is the current owner of 117 Chestnut Street, Lot 9 in Hawthorn Heights. He presented a request to buy 50' from both lots 8 and 10. After discussion amongst the board, Brendan Sanger moved to table the request until the next regular meeting; motion was seconded by Matt Wolfinger. Motion passed unanimously.
- II. Minutes:** A motion was made by Matt Wolfinger and seconded by Bill Nobles to approve the minutes of the Regular TIFA Meeting held on March 10, 2021. Motion passed unanimously.
- III. Balance Sheet and Revenue & Expenditure Statements:** After board review, a motion was made by Brendan Sanger and seconded by Mike Warren to accept and place on file for audit the March Balance Sheet & Revenue Report. Motion passed unanimously.
- IV. Bills for Approval:** A motion was made by Mike Warren and seconded by Brendan Sanger to approve the April bills in the amount of \$16,012.14. Motion passed unanimously.
- V. Manual Checks:** A motion was made by Mike Warren and seconded by Brendan Sanger to approve the March manual checks in the amount of \$3,018.33. Motion passed unanimously.

VI. Discussion: Chairman Ed Smith stated that he would like to see money made available in the budget for buildings. Discussion was held regarding the industrial park, buildings that may become available, and potential opportunities. Discussion was held about the condos in Hawthorn Heights and whether new condos should be built now with the cost of materials being so high.

Chairman Ed Smith informed the board that he received two quotes for the new condos. He wanted the board to know that to finish the irrigation at the condos from D&D Irrigation it will be \$2,794.00. He also stated that for landscaping from Gee Farms it will be \$6,575.00. Chairman Ed Smith also stated that when the condos at 423 and 425 E Birch were built, they were not positioned in front of the water and sewer shut-offs like they were intended. Because of this, condos built after were shifted as well. Chairman Ed Smith stated that he would like to have the water and sewer lines moved so that they will be properly positioned in front of the new condo units. He said he received a quote for \$2,000.00 to complete this project. It was the consensus of the board for Chairman Ed Smith to approve all three quotes.

Discussion was held regarding interest in the golf course.

Bill Nobles addressed the board regarding the Litchfield Regional Training Center (LRTC). He stated that the LRTC received scholarship money in the form of donations in excess of \$6,000.00. He would like to use that money for a match with the Hillsdale Community Foundation. TIFA would put up \$5,000.00 and Hillsdale Community Foundation would match that contribution for a total of \$10,000.00 available for individual scholarships. It was the consensus of the board to permit Bill Nobles to complete the grant application and allow Ed Smith to sign the completed application.

Bill Nobles requested to purchase training equipment for the Litchfield Regional Training Center in the amount of \$10,000.00 for hydraulic and pneumatic training equipment. It was the consensus of the board to allow Bill Nobles to purchase the training equipment.

Discussion was held regarding the City Manager's retirement and how this will affect the TIFA administrator position.

VII. Discuss Purchase of Tractor for Golf Course: A motion was made by Brendan Sanger and seconded by Matt Wolfinger to table the request to

purchase a tractor for the golf course until the next meeting. Motion passed unanimously.

Adjournment: A motion was made by Ed Smith and seconded by Brendan Sanger to adjourn the April 14, 2021 meeting at 8:27 p.m. Motion passed unanimously.

Attested: Lauren Skelly, Deputy Clerk/Treasurer, April 14, 2021