

OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the Meeting Held

February 9, 2009

The meeting was called to order at 9:00 a.m. by Chairman Billy Weaver.

1. Roll Call

Present: Leonard Carpenter, Paul Harmon, Billy Weaver, Deb Shultz-Pawlasky, Dave Tatrow, Secretary / Director.

Absent: Arden Hudson (recovering from knee surgery), Tom Bess (called in, death in family) Bob Price (winter in Florida), Valorie Bader

2. Approval of Minutes

Motion by **CARPENTER** and second by **HARMON** to accept the minutes of the meeting held January 12, 2009 as presented. All Yeas. Motion Carried.

3. Approval of Finance Report

As of February 9, 2009

DDA Checking	\$ 407.20
DDA Savings	\$115,314.93
Transportation Bond Fund	\$ 814.11
Capital Improvement Fund	\$ 4,170.48

Motion by **HARMON** and second by **WORVIE** to accept the Finance Report as presented. All Yeas. Motion Carried.

4. Payment of Bills & Transfers of Funds

No Bills Presented

Transfer of Funds

FROM	TO	AMOUNT
248740702.000 Salaries	General Fund	\$15,400.00
248740715.000 Fringe Benefits	General Fund	\$8,000.00

Motion by **WORVIE** and second by **PAWLASKI** to authorize the transfer of the aforementioned funds. Roll Call Vote. All Yeas. Motion Carried.

OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the Meeting Held

February 9, 2009

P. 2.

5. Petition and Unofficial Communications (Audience)

None

6. Communication from other Village Officials

Dave Tatrow gave a status report on the lawsuit against him by Carl Jennings.

7. Committee Reports

None

8. Old Business

a. Decorative Street Lighting

Dave reported that he along with Leonard Carpenter from the DDA and Gordon Barden, beautification committee chairman met with a representative of Consumers Energy regarding decorative street lighting for E. Main Street. It appears that the village will own and maintain the lighting. Cost estimates from Consumers will be coming in the near future.

b. Proposed Village Clock

The Board discussed the proposed clock. Leonard reported that the clock is illuminated as part of the cost. Deb reported that she had been over to Alma on business and looked at their clock that was purchased from the same company. She took photos of and also did some research on the Internet and found that Verdin Clock Company was very reputable company that has been in business for 5 generations. Deb also brought in a brochure showing several different styles of clocks to choose from. Heights and sizes of the clock faces vary. It was determined that the DPW will make some mock clock faces on poles so that the Board can determine if the heights and diameters of the signs are in correct proportions. Possible funding through donations or sales was also discussed. The board determined that they will choose the right clock for the location and then work on the funding.

c. Future DDA Projects List

Dave reported that he had not yet put together a wish list for the board to consider and prioritize. He stated that he had applied for Community Development Block Grant funds to pave the car pool area on E. Main Street. This was a project that he had proposed for the DDA a few months ago. He also stated that the village was applying for the TIP funds from Genesee County to complete the rest of the E. Main Street Project as designed. If funded, the project would probably be ready for construction in 2012 if the village had matching funding available. Dave hopes that the federal stimulus fund will be available for that project at 100% grant.

OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the Meeting Held

February 9, 2009

P. 3.

d. Proposed Storm Sewer Improvements

Dave stated that any project of this nature can not move forward without first having engineering completed and that it's always difficult getting to the point of approving those expenditures.

9. New Business

a. Facade Improvement Program

Dave reported that Gordon Barden had talked to someone on the faculty of the U of M Flint campus concerning taking this project on as a class project. Paul stated that the City of Montrose DDA had approached him concerning his business there and their plans that have been developed by their architects for new facades and other improvements. Paul feels that Otisville really needs some continuity in colors and materials. Dave will work on the U of M possibility. It could be a free or low cost alternative to hiring an architectural firm.

b. Proposed Budget Amendment

Dave reported that the DPW's dump truck was out of service for a couple weeks due to breakdowns. In addition, the 1997 4X4 plow truck was involved in an accident on January 28th and was totaled out. The Village will be purchasing a new pickup at a cost of approximately \$26,000.00 as a replacement for snow removal and other street maintenance. Due to the extensive cost of equipment repairs this year and high fuel cost, Dave asked the Board for assistance in purchasing the vehicle. Much of the use for the truck is concerned with snow removal and street maintenance within the DDA District. Therefore, Dave requested that the Board authorize an amendment to the Fiscal 2008-2009 operating budget of \$10,000.00 in the District Street line item.

Motion by **HARMON** and second by **WORVIE** to amend the fiscal 2008-2009 Operating Budget line item 248-740-775-000 District Streets by an additional \$10,000.00 with the fund to come from the DDA Fund Balance. Roll Call Vote. All Yeas. Motion Carried.

OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the Meeting Held

February 9, 2009

P. 4.

10. Communications from Board Members

NONE

11. Adjournment

Motion by CARPENTER and second by PAWLASKI to adjourn. All Yeas. Motion Carried.

The meeting was adjourned at 10:00 a.m.

Respectfully Submitted

David A. Tatrow
Secretary / Director