

# OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

## Minutes of the Meeting Held

May 10, 2010

The meeting was called to order at 9:07 a.m. by acting Chairman Bob Price

1. Roll Call

Members Present: Leonard Carpenter, Arden Hudson, Bob Price, Deb Schultz-Pawlosky, Frankie Worvie, Director – Secretary David Tatrow

Members Absent: Val Bader, Paul Harmon, Tom Bess, Billy Weaver, Chuck Keeley

2. Approval of Minutes

- ❖ Motion by HUDSON and seconded by PRICE to accept the minutes of the March 8, 2010 meeting as presented. All Yeas. Motion Carried.

3. Approval of Finance Report

### FINANCE REPORT

Checking	\$ 338.71
CIMIA (Savings)	\$124,809.56
Transfer to Bond Payment	\$ 362.32
Capital Improvement Fund	\$ 3,670.48
Total	\$129,181.07

- ❖ Motion by HUDSON and second by CARPENTER to accept the Finance Report as presented. Roll Call Vote: All yeas. Motion Carried.

4. Payment of Bills

### BILLS

Jack & The Beanstalk, Inc.	Memorial Park Fertilizer	\$ 57.75
Autumn Johnston	Website Final Payment	\$590.00
	Total	\$647.75

- ❖ Motion by HUDSON and second by CARPENTER to pay all bills and draw warrants for same. Roll Call Vote: All Yeas. Motion Carried.

5. Petition and Unofficial Communications (Audience)

a. None

6. Communication from other Village Officials

a. None

# OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

## Minutes of the Meeting Held

May 10, 2010

P. 2

### 7. Committee Reports

#### a. Village Welcome Signs

Arden reported that he spoke with local masonry contractor Doug Bungard about drawing up specifications for the foundation of the proposed signs. Doug said that he was willing to do it. After the specs are ready, the project can be bid.

### 8. Old Business

#### a. Future DDA Projects List

No report

#### b. Village Decorative Flags

Deb reported that in order to have enough flags for the four seasons of the year, the cost will be almost \$10,000. She recommended that the Board not pursue the matter further.

- ❖ Motion by HUDSON and second by PAWLOSKY to remove the item from the agenda. All Yeas. Motion Carried.

#### c. wifi computer Access

No Report

#### d. Proposed Information Sign

Deb stated that she preferred to spend funds on an electronic message sign rather than the proposed welcome signs. She thought that getting information on events to the public would be more beneficial to the village.

#### e. Proposed E. Main Street Improvements

Dave reported that he has revised the project due to the estimated cost. Instead of creating angle parking on the north side of E. Main Street, he is proposing to maintain the parallel parking. The project would consist of a new 5' wide sidewalk in the same location as the existing sidewalk and then paving the shoulder.

#### f. Village Website

Dave showed the Board the new village website. Everyone seemed very satisfied with the product.

# OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

## Minutes of the Meeting Held

May 10, 2010

P.3

### g. Historical Marker Dedication

Leonard reported that the Historical Society will be dedicating the historical marker located at the Subway Restaurant directly after the Memorial Day ceremony on Memorial Day. Everyone is encourage to attend.

## 9. New Business

### a. Fiscal 2010-2011 DDA Budget

Dave presented the proposed operating budget for Fiscal 2010-2011.

- ❖ Motion by HUDSON and second by PAWLOSKY to adopted the proposed budget as presented. Roll Call Vote: All Yeas. Motion Carried.

## 10. Communications from Board Members

Deb asked for a status report on the proposed walking paths in the village. Dave stated that the village's recreation master plan is being put together by the village planning commission. Once completed and adopted by the village council, funding for construction can be sought.

Bob asked if existing sidewalks could be widened to 10' to qualify as being a non-motorized path. Dave explained that the 10' width requirements is for new projects that are being funded with state and federal grant money. Any new 5' wide sidewalk such as on Park Street would be considered as part of the trail.

Frankie brought up the issue of a location for the proposed village electronic sign. About the only area that's visible would be on the south end of Memorial Park. However, the sign and post belonging to the property to the south (the old Taco Hut) partially blocks site lines for a new electronic sign. In addition, the building could theoretically be expanded right up to the front property line according to the zoning. Dave reported that he made contact with the property owner a few month's ago as requested by the Board to see if the owner would consider selling the property. It was for sale at a cost of around \$125,000. Dave stated that he talked to the realtor last week regarding the asking price and it was still over \$100,000. The purchase of property and the expansion of Memorial Park is in the existing Development Plan of the Authority. The DDA can certainly purchase the property, but not at an exorbitant cost. The issue of condemnation for a public purpose was discussed and the Board determined that condemnation of the property should be explored further.

OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the Meeting Held

May 10, 2010

P.4

- ❖ Motion by HUDSON and second by WORVIE to authorize the Director to contact the village attorney and seek his opinion on possible condemnation of the property in question. Roll Call Vote: All Yeas. Motion Carried.

11. Adjournment

- ❖ Motion by HUDSON and second by CARPENTER to adjourn the meeting. All Yeas. Motion Carried.

✓ Meeting Adjourned at 10:20 a.m.

Respectfully Submitted

---

David A. Tatrow  
Director / Secretary