

OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the Meeting Held August 9, 2011

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

1. Roll Call

Members Present: Leonard Carpenter, Arden Hudson, Billy Weaver, Tom Bess, Deb Schultz-Pawlosky, Frankie Worvie, Marla Schiefer, Director / Secretary David Tatrow

Members Absent: Bob Price, Paul Harmon, Chuck Keeley

2. Approval of Minutes

Motion by HUDSON and second by BESS to approve the minutes of the meeting held July 12, 2011 as presented. All Yeas. Motion Carried.

3. Approval of Finance Report

DDA Checking	\$ 355.54
CIMIA	\$57,134.16
Transportation Bond Account	\$ 46.82
Capital Bond Account	\$ 3,170.48
Total	\$60,888.70

Motion by BESS and second by HUDSON to approve the Finance Report as presented. All yeas. Motion Carried.

4. Payment of Bills

None

Motion by HUDSON and second by SCHIEFER to pay all bills and draw warrants for same. Roll Call Vote, All Yeas. Motion Carried.

5. Petition and Unofficial Communications (Audience)

None

6. Communication from other Village Officials

None

7. Committee Reports

None

8. Old Business

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a. Proposed Information Sign

Bid are scheduled to be in by September 6, 2011

b. Facade Improvement Fund Project

No Report

c. Lighting for Welcome Signs

Bob Jennings, D.P.W. Superintendent submitted a proposals from Baldwin Electric for both signs for \$2,900.00 each.

Motion by HUDSON second by WORVIE to accept Baldwin Electric's proposal for lighting on the welcome signs at a cost of \$2,900.00 each. Roll Call Vote. All Yeas. Carried.

d. Proposed Future Projects

Decorative Street Lighting

1). Bob Jennings discussed adding decorative lighting down State Street in phases. Preliminary cost is estimated at \$5,000.00 a pole which includes underground and installation. The Board was interested in getting cost for lighting in front of Memorial Park. Bob will get cost.

Museum Parking Lot

2). Bob Jennings will contact Mark Martin from the Township Board to see if they have taken any action towards getting construction engineering done for the project. The engineering must be done prior to getting engineer's estimates so that the Township Board and the DDA Board can determine whether they can afford to build the project.

9. New Business

a. 2011 Fun Days Celebration

Motion by CARPENTER and second by WORVIE to donate \$1,000.00 to the Fun Days Committee for this year's Fun Days Celebration. Roll Call Vote, All Yeas. Motion Carried

10. Communications from Board Members

Deb commented on the village water being very corrosive on her pipes and futures at her restaurant. The installation of a water softener was suggested. Bob stated that Layne Northern will be submitting a cost estimate on a water softening system for Well 3.

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Tom stated that the Board should consider taking a more aggressive approach to promoting the township ball fields. More tournaments would bring in much needed revenues for the local economy.

Motion by HUDSON second by SCHIEFER to authorize Frankie Worvie to work on promotion for the ball fields. All Yeas. Motion Carried.

Leonard Carpenter reported that the Farmer's Market is doing well.

11. Adjournment

Motion by HUDSON and second by PAWLOSKY to adjourn. All Yeas. Motion Carried.

Meeting adjourned at 10:00 a.m.

Respectfully Submitted

David A. Tatrow
Director / Secretary