

- REGULAR MEETING The Downtown Development Authority met in regular session at 12:00 Noon, Wednesday, July 18, 2018 in the Norway City Hall.
- ROLL CALL S. Ortman, M. Skog, B. Anderson, P. Hayes, B. Hawkinson, S. Tinti, Mayor Brew, B. Thorne, and M. Ebeling
- ABSENT None.
- OTHERS PRESENT Ray Anderson, DDA Director; Terry Spence, DDA Director Assistant; Lois Ellis, Dickinson Area Economic Development Alliance (DAEDA), and Don Charlevoix.
- APPROVE AGENDA A motion was made by Member C. Brew, supported by Member M. Skog and unanimously approved the agenda with additions
- New Business
    - Norway Spring
    - UP Credit Union
- APPROVE MINUTES A motion was made by Member P. Hayes, supported by Member C. Brew, and unanimously approved minutes of Regular Meeting June 20, 2018.
- APPROVE TREASURER'S REPORT, & FINANCIALS A motion was made by Member C. Brew, supported by Member B. Hawkinson and unanimously approved the financial reports.
- APPROVE PAYMENT OF BILLS A motion was made by Member B. Thorne, supported by Member C. Brew and unanimously approved payment of the following bills;
- |   |             |
|---|-------------|
| Terry Spence, Contract Services – July 2018 | \$ 100.00   |
| TRICO                                       | \$ 2,146.50 |
- Monthly Maintenance 5/1 to 5/31 (\$1,397.76)
    - 28 beds planted
  - Monthly Maintenance 6/1 to 6/30 (\$748.74)
    - 9 beds planted
    - Monthly Maintenance 62 beds
- Discussed having TRICO help set up cornstalks for Leif Erikson.
- OLD BUSINESS Pocket Park Renovation Project – Architect Plan – The Committee met on site with the architect and the surveyor to review the project and decide what steps were needed to move forward. The Architect and surveyor will work together directly on the planning. A proper name should be considered for the park possibly through a naming contest.

Main Street Maintenance and Light Poles – Presently working with Coleman Engineering on budget and plan to construct new light bases and perform sidewalk repairs. It was agreed that a tour with the engineering down Main Street is needed to develop a good project.

NEW  
BUSINESS

Dickinson Area Economic Development Alliance (DEADA) – Executive Director of the DAEDA gave an update on the current activities of the DAEDA including the Loyal to Local Program.

Strategic Planning Session – There was a quick follow up on the need for a strategic planning session outside of the main DDA meeting. This would allow for more time to discuss and prioritize the projects. Again no decisions or directions were given to staff.

Norway Spring – Staff met with Coleman Engineering to discuss what is needed on the Norway Spring project and it was decided to have the city go directly with Kleiman Well and Pump since they have the most intimate knowledge of the system.

UP Credit Union – Don Charlevoix who on the UP State Credit Union board of trustees addressed the DDA board requesting consideration for an \$1,100 contribution to pay for road repairs which are in the city right of way going into the parking area of the credit union. The total cost for repaving the parking lot was \$37,000. The actual cost for fixing the section of the lot in the A Street right of way was \$6,000.

APPROVE  
A STREET  
DONATION

A motion was made by Member M. Ebeling, supported by Member B. Anderson, and unanimously approved to reimburse UP State Credit Union \$1,100 for work performed on A Street.

OTHER  
BUSINESS

None.

CITIZEN  
COMMENT

None.

BOARD  
MEMBER  
PRIVILEGE


None.

NEXT  
MEETING  
DATE

August 15, 2018

ADJOURN

A motion was made by Member M. Ebeling, supported by Member B. Thorne and unanimously approved to adjourn the meeting.



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Mary Skog, Secretary

Submitted by Ray Anderson and Terry Spence