

- REGULAR MEETING The Downtown Development Authority met in regular session at 12:00 Noon, Wednesday, April 17, 2019 in the Norway City Hall.
- ROLL CALL S. Tinti, P. Hayes, M. Ebeling, B. Anderson, B. Hawkinson, and M. Skog
- ABSENT S. Ortman, Mayor Brew, and B. Thorne
- OTHERS PRESENT Ray Anderson, DDA Director; Terry Spence, DDA Director Assistant; and Sarah Sudusky, TRICO
- APPROVE AGENDA A motion was made by Member B. Hawkinson, supported by Member S. Tinti and unanimously approved the agenda.
- APPROVE MINUTES A motion was made by Member M. Ebeling, supported by Member M. Skog and unanimously approved minutes of Regular Meeting March 27, 2019.
- APPROVE TREASURER'S REPORT, & FINANCIALS A motion was made by Member B. Hawkinson, supported by Member M. Skog and unanimously approved the treasurer's report and financials.
- APPROVE PAYMENT OF BILLS A motion was made by Member B. Hawkinson, supported by Member S. Tinti and unanimously approved payment of the following bills;
- | | |
|--|--------------|
| Terry Spence, Contract Services – April 2019 | \$ 100.00 |
| US Bank- DDA Bonds | \$ 12,638.75 |
- OLD BUSINESS Pocket Park Renovation Project – The committee met with Mr. Blomquist this past week and worked out questions regarding the final design and bidding. The DDA reviewed the general agreement and would like to see more detail. Also, would like a set of bidding plans, including;
- Phase 1 – cross sections or detail plan sheets
 - Standard Specifications
 - 3-D project rendering
- APPROVE PAYMENT BLOMQUIST ARCHITECT (DRAWINGS) A motion was made by Member B. Hawkinson, supported by Member B. Anderson and unanimously approved payment to Blomquist Architect for bidding plans (drawings) in the amount of \$5,000.
- Veterans Park – There was discussion regarding the mural project on the American Legion Building. The mural was discussed with the Norway art

teacher, Katie Dahlman and Jeff Kurchinoff from the Iron Mountain mural projects. There was a consensus to work with CUPPAD for grant funding. From a schedule standpoint, the wall should get prepped this year and painting mural the following year (2020). The American Legion has money to put toward prep. The mural will cost between \$17-25,000. Still need legal paperwork. American Legion meets 1st Thursday of each month. DDA also discussed authorizing an additional \$200 for 3D.

APPROVE
VETERANS
PARK MURAL
3D

A motion was made by Member Ebeling, supported by Member Tinti, and unanimously approved an additional \$200 for 3D on the Veterans Park Mural, bringing the total cost to \$2,200.

Web Page Update – The City Manager/DDA Director provided an update on the web page. We received the annual bill from Civic Plus and have not paid the \$3,500 bill. We are waiting for Revize to get us transferred over but to date they have not. Also, been trying to discuss with Civic Plus a 3 month extension so we can get this work completed. Beau Anderson to meet with Mary Spera to discuss photos for the website. Mary Spera to give thumb drive of pictures.

MEDC RRC Program – The City Manager/DDA Director provided an update on the RRC program. We've been trying to have a meeting or workgroup session with Ryan Soucy from CUPPAD to start the Public Participation Plan phase. I sent an email out in early February with the MEDC report identifying the actions for the RRC program. The DDA reviewed the plan and notes.

By-Law Review and Revisions – A copy of the current by-laws were distributed to the board members for review and update. The DDA discussed mark-ups and will review again once changes are made at the May DDA meeting.

NEW
BUSINESS

Main Street Maintenance Proposal – TRICO (flowers) – DDA discussed proposal from Trico for the annual Main Street maintenance of the Main Street bump out areas. Their proposal for 2019 is \$6006.80 which is over \$2,000 more than what we spent in 2018 (\$3,720). Their proposals always have been high because they take into account beds that we have had done under the adopt-a-bed program. Sarah Suchovsky of TRICO was available for questioning during the meeting.

APPROVE
TRICO
PROPOSAL
MAIN ST
MAINTENANCE

A motion was made by Member M. Skog, supported by Member P. Hayes and unanimously approved Main Street Maintenance contract proposal with TRICO in the amount of \$6,006.80.

City Salt Shed – The City Council has asked whether the DDA would consider funding a new salt shed at our DPW property. The reason they are asking is that we are limited with our available road funding and the current building which houses the salt is collapsing. If the DDA were to help with this expense the council would be able to utilize its Major Street Funds to crush and shape some roads this summer.

APPROVE
TO TABLE
SALT SHED

A motion was made by Member B. Anderson, supported by Member M. Skog, and unanimously approved to table salt shed funding until additional information is available.

CITIZEN
COMMENT

None.

BOARD
MEMBER
PRIVILEGE


None.

NEXT
MEETING
DATE

May 15, 2019

ADJOURN

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



Mary Skog, Secretary

Submitted by Ray Anderson and Terry Spence