

Downtown Development Authority

Minutes of
August 19, 2020
Regular Meeting

Roll Call: S. Tinti, C. Brew, M. Ebeling, M. Skog, P. Hayes, and S. Ortman

Absent: J. Muraro, B. Thorne, and B. Anderson

Others Present: Ray Anderson (DDA Director), Lee Meneghini, and Lois Ellis (DAEDA)

Approve Agenda: A motion was made by Member Brew, supported by Member Skog, and unanimously approved agenda for Regular Meeting August 19, 2020.

Approve Minutes: A motion was made by Member Skog, supported by Member Ebling and unanimously approved minutes of Regular Meeting July 15, 2020.

Approve Treasurer’s Report: A motion was made by Member Brew, supported by Member Ebeling and unanimously approved the Treasurer’s Report.

Approve Payment of Bills: A motion was made by Member Hayes, supported by Member Skog and unanimously approved the payment of the following bills;

- Terry Spence – August 2020 \$ 100.00
- TRICO – Monthly Maintenance – July \$ 714.00
- Penchura – Bench parts, and repairs \$ 1,584.70
- Revize, LLC – Payment Plan - Year 3 \$ 4,568.00
- Second Nature Landscaping – material costs \$12,060.00
Pocket Park & Veterans Park
- Second Nature Landscaping – bi-weekly payment \$ 8,000.00
Pocket Park & Veterans Park

Transfer of Funds: A motion was made by Member Skog, supported by Member Brew and unanimously approved the transfer of the following bills;

- General Fund – Petty Cash \$ 120.00
 - Recording Fees for Main St. Property Agreements

Old Business:

Main Street Parks (Project) Update – The project continues. Contractor working on both parks. The trees have been delivered and a proposal from Peterson Welding was received to provide the wrought iron fence for the project. The project has been slowed by the weather (rain) but still plan to be complete by end of September.

Motion: A motion was made by Member Skog, supported by Member Hayes and unanimously approved to accept proposal from Peterson Welding to provide seventeen (17) wrought iron fence sections for the pocket park and veteran’s park project for a price not to exceed \$6,000.

Salt Shed Project – The project continues with the paving and concrete walls constructed. Structure material scheduled to be delivered at the end of August.

Electric Vehicle Charging Station – We continue planning for the EV charging station project. The equipment has been ordered and should be delivered soon. The grant agreement has been received and approved. A final decision needs to be made on exactly where the station will be located.

Motion: A motion was made by Member Ebeling, supported by Member Skog and unanimously approved the selection of the location of the EV charging station to be located in the city parking lot on the corner of 6th Avenue and Main Street.

New Business:

Demolition (306 C Street) – The demolition of the structures on 306 C Street was advertised and we received one bid from Scott Morin Excavating for \$6,100.

Motion: A motion was made by Member Ortman, supported by Member Skog and unanimously approved the demolition quote from Scott Morin Excavating to demo 306 C Street for a price of \$6,100.

Dickinson Area Economic Development Alliance – Lois Ellis, Executive Director of the Dickinson Area Economic Development Alliance thanked the DDA board members and the City of Norway for their financial and operational support over the past three years following the DAEDA restructuring. This year the original 3-year commitment expired and the DAEDA is requesting City of Norway consideration for approving another 3-year commitment. The commitment would be \$5,000 per year for the next 3-years. Historically, the EDA dues have been paid with \$1,000 coming from a WPPI Energy reimbursement as part of the community commitment funds, \$2,000 from the DDA and \$2,000 from the City.

Motion: A motion was made by Member Brew, supported by Member Skog and unanimously approved to contribute \$2,000 each year for the next 3 years towards the \$5,000 for three-year DAEDA membership dues.

Communications: None

Citizen Comment: None

Board Member Privilege: None.

Next Meeting Date: September 16, 2020

Adjournment: A motion was made by Member Ortman, supported by Member Hayes and unanimously approved to adjourn the meeting.

Mary Skog, Secretary
Submitted by Ray Anderson and Terry Spence