



**CANTON TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
Minutes of the
February 20, 2019 Meeting**

The meeting was called to order at 8:00 A.M. by Chairperson, Melissa McLaughlin.

Present: Steve Brock, Dianne Cojei, Laura Giove, Greg Greene, Andy Hargraves, Seth Kleinglass, Melissa McLaughlin, Bart Patterson, Mark Waldbauer

Absent: Chuck Jones, Janet Volante, Pat Williams

Staff: Amy Hamilton, Kerri Romanko

ACCEPTANCE OF AGENDA

MOTION: by Bart Patterson, supported by Greg Greene, to accept the agenda as presented.

AYES: All present

APPROVAL OF THE JANUARY 16, 2019 MINUTES

MOTION by Dianne Cojei, supported by Laura Giove, to approve the January 16, 2019 meeting minutes.

AYES: All present.

CITIZENS' NON-AGENDA ITEMS

NONE

PAYMENT OF BILLS

MOTION: Greg Greene, supported by Dianne Cojei, to accept the payment of bills.

AYES: All present.

CONSIDER APPROVAL OF PURCHASE ORDER TO ALBAUGH MASONRY STONE & TILE, INC FOR YEARLY MAINTENANCE AND REPAIR OF DDA WALLS

Amy Hamilton said that last year was the first year they did a maintenance program for us where they would assess the walls and make any repairs. Before that we just fixed them as they were knocked down. They did some crack sealing, cap replacement, cleaning, etc that came to over \$28,000. There were over \$33,000 in expenses for walls that were hit in accidents. The accident expenses are recouped through insurance, less the deductible of \$1000. We do have to pay up front though so we are asking for the board to approve a PO for \$65,000 so we can streamline the process and not have to request a separate PO for every accident. Amy went on to say that we don't anticipate using the whole amount and anything left will go back into our fund balance.

Greg Greene asked if there is any way to recoup the \$1000 deductible from the party responsible. Amy Hamilton said that Progressive Auto Insurance is good about sending us back the deductible but other agencies won't usually do it. Amy explained that is handled through our attorneys. Melissa McLaughlin said that whoever hits them is 100% responsible for the damage however it is often ignored and they won't pay unless you take them to court. You would have to weigh the cost versus return. Court costs would likely be much more than the loss of the deductible.

MOTION by Mark Waldbauer, supported by Bart Patterson, to accept a Maintenance and Repair contract with Albaugh Masonry Stone & Tile, Inc.

AYES: All present.

CONSIDER APPROVAL OF RESOLUTION TO ADD TOWNSHIP SUPERVISOR AS AN AUTHORIZED CHECK SIGNER FOR THE DDA

Amy Hamilton said that we currently have Greg Greene, Melissa McLaughlin and Janet Volante as check signers. Sometimes it becomes difficult to get to everyone for signatures and we have had times in the past that we need to get a check out quickly. It would make it easier if we had someone on site that was able to sign checks. Since the township supervisor is on the DDA Board and here in the same building it would be more convenient. Amy said according to the bylaws we just need the board to pass a resolution to add him.

MOTION by Mark Waldbauer supported by Bart Patterson, to add Township supervisor as an authorized check signer for the DDA.

AYES: All present.

DDA COORDINATORS REPORT FEBRUARY 15, 2019

- **DTE Update** – Bill Serchak, Pat and I met with DTE last week to go over their field report. They were very impressed with the quality of our system and commented that the DDA has done a fantastic job taking care of it. During their field inspection, they did not find any rusted out bolts at the base of the lights. A copy of their proposal will be handed out at the meeting so you all have time to look at it and ask questions before they come and make a final presentation in March.
- **IKEA** – IKEA Store Manager Andrea Greensky and Loyalty Manager Amanda Preston met with us this week to discuss partnering with Canton on several community events. We talked about our upcoming shredding event and they were open to hosting one in their parking lot. If all goes well at the May event, the DDA may want to consider hosting a second one in the fall.
- **Shred Event** – Kerri has reserved two trucks for the May 4 DDA Shredding Event. It will be held from 8-11am in the parking lot of Super Bowl. Kerri and I did a site visit last week with General Manager Doug Sewesky to map out how the event will run. Traffic control is our biggest concern so we will have four employees from the DPW at the event to help. Super Bowl will be handing out coupon booklets to all who attend.
- **Public Art Jury** – I'm looking for volunteers to help pick the 2019 art sculptures for the Ford Road art display. The jury date is Wednesday, March 13 from 4:30-6:30pm. The jury selection will take place in room A in the lower level of the administration building. Please let me know if you are interested and available.
- **New Business Update** –A Certificate of Compliance has been issued for the following businesses:
 - Discover Canton Pilates LLC – 5846 N Sheldon (Harvard Square)
 - Solid Rock Jewelers – 5924 N Sheldon (Harvard Square)
 - Cosmo Salon Studios – 42775 Ford (Canton Corners)

ADDITIONAL CITIZENS AND BOARD MEMBER COMMENT

None

ADJOURN

MOTION by Bart Patterson, supported by Greg Greene, to adjourn meeting.

AYES: All present

MEETING ADJOURNED at 8:44 A.M.