

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the April 13, 2015 Regular Board Meeting
APPROVED**

Members Present: Mike Maher, Matt Barnes, Jim Stevenson, Cassie Blascyk, Rick Hamill, Dale Feigley, (John Hirzel arrived late)

Absent: Roscoe Smith

Staff Present: Melissa Dashevich, Director
Karen Beardsley, Recording Secretary

Visitors: Glen Morningstar
Kris Kopacki

Mr. Maher called the meeting to order at 5:30 PM.

Approve Regular Board Meeting Minutes of March 18, 2015

MR. STEVENSON MOVED TO APPROVE the Regular Board Meeting minutes of March 18, 2015 as presented. MR. FEIGLEY SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (6 yes votes).

SUPERVISOR HAMILL MOVED TO TABLE the Special Board Meeting minutes of March 25, 2015 to the next meeting. MR. STEVENSON SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (6 yes votes).

Director's Report

Mrs. Dashevich reviewed her report, and is attached for board member review.

Treasurer's Report

Mr. Hirzel shared his concerns with the financial statements not being accurate. He reviewed the statements, with his corrections, and explained the inaccuracies. He stated that his conversation with Mrs. Cooper, the township Treasurer, brought to light some issues with dates, the township accountants, as well as the prioritizing of the DDA financial reporting.

NEW BUSINESS

Supervisor Hamill added some observations that came about after a recent walk-through with the engineers. It was noted that 20-25% of the new concrete is showing signs of spalling, which means a thin top layer is crumbling in spots. Some research of the installation patterns show perhaps a particular 'batch' or 'pour' was inferior. Supervisor Hamill read the engineers' letter to Audia Construction asking that part of the warranty be enacted due to the spalling or scaling of the concrete. Several factors could contribute to this, such as inferior concrete installation or

poor curing methods. More investigations will continue to determine if it was a product issue, or a mix issue. Mrs. Dashevich requested a copy of the letter from the engineers for the file. Mr. Maher inquired whether or not the street sweepers will sweep to help keep the catch basins clear. Mr. Barnes also noted, for the record, that the rain water does not go into the new drain in front of Fragments as intended.

Presentation and approval of streetscape landscaping plan

Mr. Morningstar presented the landscape plan proposed for the next phase of the DDA streetscape. The plan showed, in detail, individual planting areas, plantings used, and estimated costs. Once approved, the package is intended to be used in a grant application by Mrs. Blascyk as part of her school project. Mrs. Blascyk then spoke of her conversations with Lowes and their interest in participating in this community project, both with donations of product and labor. She will have more information after additional meetings.

MR. FEIGLEY MOVED TO APPROVE the landscaping plan outlined by Glen Morningstar and Cassie Blascyk with the modifications necessary for labor in negotiation with Lowes. MR. BARNES SUPPORTED and the MOTION CARRIED with a unanimous voice vote (6 yes votes).

COMMUNITY REPORTS

Mrs. Dashevich spoke of the success of the social media classes, which are ongoing. All concert dates have been set; additional sponsorships are being sought. Ice Cream Social and Square Dance are approaching fast. It will be held in conjunction with the Founders Festival, which includes the baseball parade, plant sale, farmer's market, etc.

Mrs. Blascyk is seeking assistance in obtaining sponsorships and silent auction items. Mr. Stevenson offered to help with poster distribution. Mr. Maher spoke with Jen's Ugly Pies to sponsor by providing pies for the event. Mr. Hirzel will bartend. The Mahers are providing the tent, the DDA will have to reimburse for tables, chairs and food. Mr. Beach will also be on hand to provide tours.

Mr. Maher adjourned the meeting at 7:04 p.m.

Respectfully submitted,

Mike Maher

MM/kb