

**Village of Lincoln  
Downtown Development Authority  
Meeting Minutes  
May 14, 2019**

**Present:** D. Kruttlin, J. James, R. Gillies, K. Schwartz, K. Godi, S. Phillips and Director, B. Jones

**Absent:** E. Good, E. Monnier, and M. MacNeil

**Call to order:** the meeting was called to order at 5:30 p.m. by Chairperson D. Kruttlin who also lead the Pledge of Allegiance.

**Minutes:** Minutes from the March and April meetings were presented for review.

**Motion** by R. Gillies to approve the March meeting minutes as presented. Support by J. James.  
Approved.

K. Schwartz noted that the April meeting minutes should be updated to include her name as absent from the meeting.

**Motion** by R. Gillies to approve the April minutes with the correction as noted. Support by J. James  
Approved.

**Treasurer Report:** No report was available for review.

**Directors Report:** B. Jones provided an update on the written report he e-mailed to all members prior to the meeting. After lengthy discussion B. Jones will work on scheduling a conference call with Missy Hinkson for the June 11<sup>th</sup> meeting. Further discussion took place about researching other Assisted Living entities for the possibility of expanding to Lincoln.

**Old Business –**

J. James stated that the cars have finally been cleared from the parking lot. It was also mentioned that Craig Durfy will be hiring staff to open his restaurant soon.

**New Business**

Village Website – Karen Godi asked about updates to the new website. S. Phillips indicated that Mike Sutor is updating the site for the village and could update the DDA portions as well. The update fee is \$50 per month.

**Motion** by J. James to have the DDA pay one half of the \$50 monthly charge for website updates.  
Support by K. Schwartz. Approved.  
S. Phillips will have Mike contact Karen for updates.

**Village update –**

Sheila provided a written report for review. Sheila updated the group on the SAW grant and discussed the drainage from the drains in question. Sheila presented an estimate for repairs indicating that it has to be done by hand due to the complex nature of the work necessary. Shelia also stated that she plans

to rebid the work and asked for some financial help from the DDA for this project. The group agreed to table the discussion until the bids are in.

S. Phillips indicated that she has been tracking equipment usage for the purpose of cost comparison between hiring and owning equipment for use or subcontracting the work. J. James suggested that a comparison of our current process to other villages of similar size could be helpful as well.

S. Phillips provided an update on the Barlow Road project and stated she has been working with Huron Engineering. Discussion ensued about the ditches and check dams as well as the location of the Village line. Once the line location is determined – Village of Lincoln or Harrisville Township – financial assistance can be easier to determine. Discussion about funds that will be needed over and above the grant funds in order to complete the project. It was stated that location of the need will determine if the DDA can help. S. Phillips mentioned that if village funds need to be used due to location, maybe the DDA could help on some other projects within the DDA to offset the expense necessary from the village budget to complete the project.

In other matters, S. Phillips is continuing to work on the road maintenance position and equipment issues. W. MacNeil has agreed to continue working with Sheila until we find someone else to do the job.

The annual web hosting invoice is due for payment. The village and the DDA alternate years. Evelyn will need to let us know who will be responsible for the payment.

Adjourned 6:37 p.m.