



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

The meeting was called to order at 8:01 A.M. by Chairperson, Melissa McLaughlin.

**Present:** Steve Brock, Greg Greene, Seth Kleinglass, Melissa McLaughlin, Bart Patterson, Mark Waldbauer, Pat Williams

**Absent:** Dianne Cojei, Laura Giove, Any Hargreaves, Chuck Jones, Janet Volante

**Staff:** Amy Hamilton, Kerri Romanko

**Others:** Bill Serchak (Canton Engineering) Ray Zoia and Deborah Cain (DTE Energy)

**ACCEPTANCE OF AGENDA**

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

AYES: All present

**APPROVAL OF THE FEBRUARY 20, 2019 MINUTES**

MOTION by Seth Kleinglass, supported by Bart Patterson, to approve the February 20, 2019 meeting minutes.

AYES: All present.

**CITIZENS' NON-AGENDA ITEMS**

NONE

**PAYMENT OF BILLS**

Seth Kleinglass wanted to know if the snow removal and landscaping charges were separate. Amy Hamilton clarified that Frank's Landscaping does both the snow removal and the landscaping but those are on separate PO's.

MOTION: Greg Greene, supported by Bart Patterson, to accept the payment of bills.

AYES: All present.

**DTE PRESENTATION**

Melissa McLaughlin introduced DTE to present us with the results from their evaluation of our Ford Rd lighting system.

Ray Zoia said he was going to answer the questions that were submitted previously as well as answer any additional questions that come up.

How much credit do we receive toward a new pole? The credit is \$600.

Can we build cost control into the contract not to exceed a set amount? No, the product offered is a MPSC approved rate. The rate that applies to municipal and government lighting is an E1 rate. Ray passed out rate sheet. The potential increase should not exceed 2-3% per year.

Bill Serchak asked how often they make a rate case. Ray Zoia said they do it every twelve to eighteen months.

Ray Zoia explained that he and Deborah Cain created a spreadsheet based on the DTE bills for the DDA and it didn't look right. The discrepancy they found (see page 8 of the DTE handout) is that the bills only reflect 365 lights. There are 605 lights, so they need to determine where the other 240 lights are being billed. He said they think those lights may be on our irrigation meters. The rate for the irrigation system is higher. Deborah and Ray stated that we would be paying approximately \$20,000 in energy costs (based on their estimate) for the 240 lights that may be on the irrigation system.

Ray Zoia pointed out that as part of the project they are going to invest a half a million in converting the entire system to LED lights. Melissa McLaughlin noted that we would have to pay for that conversion ourselves in addition to the energy charges we already pay.

Deborah Cain reminded that group that they will also be paying taxes to Canton Township on the lights once they become DTE assets however, it is unknown how much it would be.

Bart Patterson asked what the time frame is on the turnover for this once we sign the contract. Ray Zoia said that once the contract is signed they don't assume ownership until the conversion process has taken place. He went on to say that we would be paying the lower rate while they are replacing light fixtures and rewiring. Once that project is completed we would sign off on the acquisition agreement and that is when they assume control. Deborah Cain said there is a lead time of at least 8-10 weeks just to get the material so it would be 12-14 weeks before they could get out to do the field work. Ray Zoia said while they are waiting for materials they will be working behind the scenes engineering the system, putting all new drawings together for the system. When the contractor gets the construction package they will have a complete set of prints, new fixtures and scope of work. Bottom line is approximately 14+ weeks or 90-120 days. Ray said that Canton will still have liability during transition period.

Seth Kleinglass asked if we could ever buy back the system. Ray Zoia said the agreement is for five years. We could buy it back but it would include the cost of any improvement/investments that have been made. Seth then asked what happens if all the lights are torn out when the boulevard goes in. Bill Serchak said that it is going to be part of the project and also coordinated with DTE. Ray Zoia said that a new contract would be provided if it is decided that a different type of pole is going back in. Amy Hamilton said it would be more cost effective to replace the torn out poles with DTE's decorative poles. It would be a chance for all the poles to be uniform and consistent in style. Bill Serchak noted that it would eliminate us having to keep our own stock at a more expensive rate for our custom poles.

Melissa McLaughlin asked if DTE would have any objections to the seasonal light pole decorations. Deborah Cain said that during their evaluation they did notice that some poles had a receptacle cut into the door which they consider a safety hazard. Amy Hamilton pointed out that the DDA paid \$17,000 to have those added to accommodate more lighted holiday displays. Deborah said DTE would remove those due their low location and accessibility to the public. She said they are looking at an aftermarket way to add that receptacle but up higher for safety. Seth Kleinglass asked if it was in the agreement somewhere to add that additional power supply for our decorations. Ray Zoia said that can always be added into the agreement. He also said there is a seasonal energy fee of \$3.10 from Nov 15<sup>th</sup> – Jan 1<sup>st</sup>.

Melissa McLaughlin asked what the next step is. Deborah Cain said we would sign off on the acquisition of agreement and the standard Municipal Lighting agreement, they would order the LED replacements, the project would go through their planning process and Wayne County permitting.

Ray Zoia said they can even approach the private property owners to see if they would like to transfer responsibility of their decorative poles. Deborah Cain said she would be more than happy to work with them to keep the consistency along Ford Rd.

**CONSIDER CONTRACT EXTENSION FOR LECLERC DISPLAY CO FOR 2019 HOLIDAY DECOR**

Amy Hamilton said we have been under contract with LeClerc for the last three years and they've done a great job. Their contract expired at the end of last year so this would extend it for another three years.

Greg Greene asked if everyone is satisfied with the holiday decorations. He feels they are too subtle. Melissa McLaughlin said we are limited in our choices because of the type of pole we have and only a limited amount of plugs for lighted displays.

Amy Hamilton said that we chose to cover more intersections last time and we did change up some of the colors but we can still make changes. Seth Kleinglass asked if we can look at options. Amy said she can find out what options are available based on the quote we were given.

MOTION by Bart Patterson supported by Greg Greene, to extend the contract with LeClerc Display for three more years.

AYES: All present.

**CONSIDER APPROVAL OF PO TO LECLERC DISPLAY CO INC FOR 2019 HOLIDAY DECOR**

Amy Hamilton said that LeClerc Display gave us two proposals. One proposal is for decorations for 79 poles, the other is for 105 poles.

The board collectively decided to go with the proposal for 105 decorative poles.

MOTION by Greg Greene, supported by Seth Kleinglass, for a PO to LeClerc Display Co Inc. in the amount of \$15,750 for holiday decorations on 105 DDA light poles.

AYES: All present.

**CONSIDER APPROVAL OF BUDGET AMENDMENT TO CARRY OVER 2019 PO TO OHM FOR ENGINEERING CONSULTING SERVICES**

Amy Hamilton said last year we entered into a contract with OHM Engineering Services and the board approved a PO for just over \$104,000. We didn't use all the funds in 2018 and have a little more than \$64,000 remaining. The board would need to approve a budget amendment to carry the funds over for use for 2019 expenses.

MOTION by Mark Waldbauer, supported by Greg Greene, to approve a budget amendment to carry over the 2018 purchase order to OHM

AYES: All present.

**CONSIDER AWARD OF CONTRACT FOR ANNUAL SHOPCANTON PRINTING AND DELIVERY SERVICES FOR 2019 AND 2020**

Amy Hamilton said this print bid is for one ShopCanton Guide for 2019 and 2020. We had eight companies bid and the low bidder was Printwell in Taylor. We've used them before, they did a great job and we didn't have any problems.

MOTION by Bart Patterson, supported by Steve Brock, to contract Printwell to do the printing and delivery of the ShopCanton Guide

AYES: All present.

**DDA COORDINATOR'S REPORT – March 15, 2019**

- **Morrison** – Reconstruction of the Morrison approach is out to bid and all bids are due back in early April. OHM would like the board to consider moving forward with the paving of dirt aprons along Ford Road (Marlowe and Brookline). OHM is checking with MDOT however they believe anything ripped out by the boulevard construction will have to be put back in by MDOT.
- **2 Gap** – I was approached by a business mentoring company about helping the DDA businesses strengthen their existing business plans. Now that the boulevard project is moving forward, they want to help businesses manage the impact of construction by assessing each DDA business to identify strengths and weaknesses. Their idea is to have the DDA pay for each assessment, any cost after that would have to be paid by the business. I told them I would bring this up at our next meeting to gage the board's interest.
- **OHM Update** – I met with OHM on March 7 to discuss an easement agreement for the property between National Coney Island and Speedway. OHM is in the process of contacting the property owner and if agreed to, the DDA will be able to choose a permanent piece of art to place there. More to come!
- **Public Art** – Special thanks to Greg, Melissa and Pat for helping to choose the 2019/2020 public art sculptures. The new pieces will be installed between late April and early May.
- **New Business Update** – A Certificate of Compliance has been issued for the following businesses:
  - **Coding Ninjas** – 44730 Ford Road
  - **K-BBQ** – 5758 N. Canton Center Road

**ADDITIONAL CITIZENS AND BOARD MEMBER COMMENT**

Mark Waldbauer said he went backwards through the DTE bills over the last five years and said that we would have paid less by managing the light poles ourselves and saved \$345,000.

Melissa McLaughlin said that those numbers don't reflect the 205 poles that may or may not be on our irrigation system.

Pat Williams asked that we create a spreadsheet showing our current costs and the proposed costs on the same page for comparison.

**ADJOURN**

MOTION by Greg Greene, supported by Pat Williams, to adjourn meeting.

AYES: All present

MEETING ADJOURNED at 9:36 A.M.