

MINUTES OF THE CLAY TOWNSHIP DOWNTOWN DEVELOPMENT  
AUTHORITY REGULAR MEETING HELD ON TUESDAY, MAY 10, 2005 IN THE  
CLAY TOWNSHIP BOARD ROOM, 4710 PTE. TREMBLE ROAD, CLAY  
TOWNSHIP, MICHIGAN 48001.

1. ROLL CALL: PRESENT: Chairman Richard Wagner, Vice-Chair Mark Thompson, William Seifert, Mary Jane Hardy, Karla Orlando, Pauline Dueweke, Cindy Kirkpatrick. ABSENT AND EXCUSED: Jon E. Manos, Joseph Little.

Also present was Treasurer Connie Turner, Herbert Blackstock, SyDesign, John Monte, PCE and several citizens.

2. **APPROVAL OF THE AGENDA AND AMENDMENTS:**

Moved by Thompson, supported by Seifert, to approve the amendment to the agenda: additional invoice from PCE in the amount of \$1,186.25 - Bills Payable. AYES: All. NAYS: None. ABSENT: Manos, Little.

**MOTION CARRIED.**

3. **APPROVAL OF THE APRIL 12, 2005 MINUTES:**

Moved by Thompson, supported by Hardy, to approve the April 12, 2005 Minutes as submitted. AYES: All. NAYS: None. ABSENT: Manos, Little.

**MOTION CARRIED.**

4. **TREASURER'S REPORT**

Moved by Thompson, supported by Orlando to approve the Treasurer's Report for May 6, 2005 as submitted. AYES: All. NAYS: None. ABSENT: Manos, Little.

**MOTION CARRIED.**

5. **BILLS PAYABLE**

Moved by Thompson, supported by Seifert, to approve the following bills payable:

Recording Secretary for April Mtg.: \$112.50

March Snow Plowing: \$200

SyDesign Architectural Services: \$4,200.00

Project Control Engineering: \$922.50 and \$1,186.25.

AYES: All. NAYS: None. ABSENT: Manos, Little.

**MOTION CARRIED.**

6. **COMMUNICATION:** None.

7. **FOR YOUR INFORMATION:** Discussion

8. **OLD BUSINESS:**

A. PROJECT CONTROL ENGINEERING – John Monte

1. Ainsworth Streetscape Project update: Sent SyDesign engineering quote for the intersection, did the topo, originally have all that info, other than that, do not know what is happening on Ainsworth, SyDesign can now finalize and send the Road Commission the topographic report.

Richard Wagner: Anything else we need to do in terms of getting the sidewalk down Ainsworth and to the school?

John Monte: No direction actually received at this point what else you would want us to do,

Richard Wagner: Want to put in a sidewalk across Ainsworth to go to the school, do we need to request the fee to put out for a bid?

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Herb Blackstock, SyDesign: We have concentrated on basically the intersection (nodes) with the crosswalks, plantings, intersection itself; have not gone from Taft to M-29. Going from the node to the school did not have that in our scope of work.

Richard Wagner: John Monte did some preliminary topo to find out whether the sidewalk can drain into the driveway.

John Monte: Agree did do that, meet up at the school to discuss how can lead the sidewalk up to the school, never been told to prepare a drawing to finalize that or it could be put out to bid, our job was to do the topo in order to consider alternatives.

Mark Thompson: Have not put the sidewalk plan from the node to Pte. Tremble Elementary School. Impression getting from the Board is when you decide to do the node in that scope and the bid we want to do the sidewalk at the same time, PCE has already done the preliminary topo, know the drainage will work, sidewalk so wide has already been decided, intersection goes out for bids want the sidewalk included.

Herb Blackstock: Contract is ready been working on it, will be able to send it out for bids shortly, explained the procedure will be following same as the firehouse.

Richard Wagner: Cost estimates on the preliminary nodes and the extension of the walkway to the school?

Herb Blackstock: Not in the initial estimate, explained.

Richard Wagner: What do you need from us to get this going?

**MOTION BY THOMPSON, SUPPORTED BY ORLANDO, TO INSTRUCT SYDESIGN TO PROCEED WITH THE BIDDING PROCESS FOR THE NODE AT AINSWORTH AND TAFT ROAD (FOUR CORNERS) AND INCLUDE THE SIDEWALK TO PTE. TREMBLE ELEMENTARY SCHOOL TO GET IT PREPARED AND PLACED OUT TO BID.**

Discussion:

Seifert: Will you have an estimate for the next meeting?

Herb Blackstock: Explained the procedure, have a subcommittee to look at it, verify and than send it out for bids.

Dueweke: Node includes the four corners, cost, etc.

Orlando: Concerns regarding the time it goes out to bid, short summer, and work completion.

**VOTE ON THE MOTION: AYES: ALL. NAYS: NONE. ABSENT: LITTLE, MANOS.**

**MOTION CARRIED.**

### **2. Update on M-29 Right of Way/Prinzivalli's:**

John Monte: Sidewalk cut is on Mr. Prinzivalli's property, right of way line jogs between Farmer Jack and the Galley, right on the line where the curb was cut, position was taken from the Metco Survey and also the survey PCE had done, piece cut out of Lot 254, survey from 1969 was calculated from different directions, resulting in discrepancies, modern technology has improved accuracy.

Benefit from the survey is the cement island in front of The Galley is in the State R.O.W. Solve the problem of the sidewalk cut on Mr. P property, will replace the curb, flatten area south of the line, cutting through the island will discuss with Mr. Prinzivalli.

Recommendation: talk to the Township Attorney, pay to replace the curb and add this other piece to the next construction.

Pauline Dueweke: Questioned how sure are we the cement island is really in the State ROW?

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MOTION BY THOMPSON, SUPPORTED BY SEIFERT TO AUTHORIZE JOHN MONTE TO TALK TO THE TOWNSHIP ATTORNEY REGARDING THE SIDEWALK CUT RIGHT OF WAY ON MR. PRINZIVALLI'S PROPERTY AND HAVE THE DDA BE BILLED FOR THE ATTORNEY'S TIME CONCERNING THE RESOLVE OF THIS PROBLEM.

Discussion: Like to see any litigation come back to the DDA Board before we give the Attorney the sole right approve an expenditure.

VOTE ON THE MOTION:

AYES: ALL. NAYS: NONE. ABSENT: MANOS, LITTLE.

**MOTION CARRIED.**

3. Preliminary Review/estimates for Phase I of Walkway:

Nook Road to Island Drive: Coming in close to target of \$150,000, keep in mind these points: Wendy's does not include the sidewalk, Mr. Wagner talking to the Attorney of the corner property.

Cindy Kirkpatrick: Error at her property on the map.

MOTION BY THOMPSON, SUPPORTED BY HARDY TO ACCEPT PROJECT CONTROL ENGINEERING COST OF \$143,246.87 FOR PHASE I OF THE WALKWAY FOR 2005 NOT TO EXCEED \$150,000.

Discussion: Questioned the water meter relocating cost, incorporate manhole covers in R.O.W.; questioned informing homeowners of R.O.W.

Dueweke: Several areas will require a variance for the R.O.W.

John Monte: Reviewed where problems could be, tree roots a problem.

How fast can we get this out to bid?

MDOT Permit may be a little hang up.

R/C VOTE: AYES: Seifert, Orlando, Hardy, Thompson, Dueweke, Wagner.

NAYS: None. ABSTAIN: Kirkpatrick. ABSENT: Manos, Little.

**MOTION CARRIED.**

**B. PLANNER UPDATE; SYDESIGN – HERB BLACKSTOCK**

1. Herb Blackstock: update on the renovated fire hall, under construction, completed by the end of this month, door & footing problem, drainage solution, handled as a minor fix, sills corrected.
2. Dedication Sign: Discussion regarding wording, consensus is "FUNDED BY....."

MOTION BY THOMPSON, SUPPORTED BY ORLANDO, **MOTION CARRIED**, TO AUTHORIZE SYDESIGN TO PROCEED WITH THE DEDICATION SIGN AND TO HAVE THE SIGN SAY "FUNDED BY CLAY TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY".

AYES: ALL. NAYS: NONE. ABSENT: MANOS, LITTLE.

**C. BIKEPATH/M-29 IMPROVEMENT PROJECTS**

Kenneth Montgomery not present: re: grant applications and where the Clay DDA is at.

Richard Wagner Mr. Montgomery suggests we approach Greenways Initiative for a grant.

Discussion as to why Clay Township has not qualified for any grants.

Pauline Dueweke: What is the advantage of continuing to pay Montgomery – no results from the applications.

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Lengthy discussion regarding applying for grants and why Clay is not qualifying.  
Mark Thompson: What is it going to cost us to have Mr. Montgomery check out the Greenways Initiative Grants?

**D. SIGNS/BANNERS**

Mark Thompson: will meet with Pete Beauregard next week to establish the site for the East sign.

**E. BEAUTIFICATION COMMITTEE**

Pump station – no report.

Pauline Dueweke: Will be buying flowers for the pots from the Algonac Band and Treasury Garden; maintaining the pots, same person interested in water this summer, willing to water on a monthly basis.

**F. MDFA COMMITTEE REPORT**

**G. SUBCOMMITTEE REPORT – RECREATION PROJECTS WITHIN DDA**

**H. DIGITAL TOWNSHIP SIGN**

Mark Thompson: Consensus of the Township Board does not want a digital sign.

Pauline Dueweke: Like to see the sign project expanded to include a sign for the Police/Fire Hall/Township, three coordinated signs.

**I. SCHOOL TRACK RESURFACING PROPOSAL**

Track resurfacing cost is \$51,000, project to start in August.

MOTION BY SEIFERT, SUPPORTED BY THOMPSON TO AUTHORIZE THE DDA TO FUND THE HIGH SCHOOL THE COST TO RESURFACE THE TRACK AT A COST NOT TO EXCEED \$55,000.

R/C VOTE: AYES: Orlando, Hardy, Seifert, Thompson, Dueweke, Kirkpatrick, Wagner. NAYS: None. ABSENT: Manos, Little,  
**MOTION CARRIED.**

**9. NEW BUSINESS**

**A. 2005-2006 BUDGET DISCUSSION:**

Richard Wagner: Do we need to isolate project costs, how do we know where we are in the budget?

Treasurer Turner: Checks are posted separately.

DDA Board reviewed each line item in Expense and Revenue.

**10. BOARD MEMBER COMMENTS None.**

**11. PUBLIC COMMENTS None.**

**12. ADJOURNMENT**

MOVED BY SEIFERT, SUPPORTED BY KIRKPATRICK, MOTION CARRIED, TO ADJOURN THE MEETING AT 9:15 P.M.

AYES: All. NAYS: None. ABSENT: Manos, Little.