

MINUTES OF THE CLAY TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING HELD ON TUESDAY, JUNE 14, 2005 IN THE CLAY
TOWNSHIP BOARD ROOM, 4710 PTE. TREMBLE ROAD, CLAY TOWNSHIP,
MICHIGAN 48001.

1. ROLL CALL: PRESENT: Chairman Richard Wagner, Pauline Dueweke, Joe Little,
Vice-Chair Mark Thompson, Cindy Kirkpatrick.

ABSENT: Bill Seifert, Mary Jane Hardy.

Also present was Treasurer Connie Turner, SyDesign President James Yu, Brian Treppa
With Star Modernization, John Monte, PCE and Montgomery & Associates, Dick Smith.

Chairman Richard Wagner called an informal meeting at 7:45 p.m. as there was not a
quorum of six (6) members.

Police Chief Thomas Eder: Update to the DDA Members regarding the Police computers,
live scan, records management system and also the in car computers.

Applying through the State of Michigan for a grant, if successful and the grant is received
will be rebating the money back to the DDA.

Chief Eder answered several questions from the DDA members regarding the company's
confidentiality with records, liability, insurance, etc.

Chief Eder extended an invite to the Board to stop by and see it in operation to understand
the entire system.

Montgomery & Associates: Representative Mr. Smith made the presentation in place of
Kenneth Montgomery: Using the METCO survey charts the right of way on M-29 on the
south side is greater than on the north, explained in detail the three different right of way
profiles required.

Recommend the DDA Chair appoint a committee with two or three members we can work
with to determine the best bike routes within the district.

Pauline Dueweke: North side of M-29 was the more recommended route, school; businesses
are accessible without crossing the highway.

Mr. Smith: Greenways Initiative funding was renewed, apply in December 2005, find out if
engineering costs are part of the funding.

Joe Little: Can't see approve funding for something that ends nowhere.

Options: DOT, Greenways, Trust Fund Money.

Chair Wagner: Do we want to form a committee to work together with Montgomery &
Associates?

8:12 P.M. Jon E. Manos arrived.

ROLL CALL OF THE DDA BOARD MEMBERS PRESENT:

AYES: VICE CHAIR MARK THOMPSON, JON MANOS, PAULINE DUEWEKE, JOE
LITTLE, CINDY KIRKPATRICK, CHAIR RICHARD WAGNER.

ABSENT: MARY JANE HARDY (excused), WILLIAM SEIFERT (excused), KARLA
ORLANDO (excused).

QUORUM IS PRESENT TO CONDUCT A REGULAR DDA MEETING.

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2. APPROVAL OF THE AGENDA AND AMENDMENTS:

Moved by Thompson, supported by Kirkpatrick, to accept the amendments to the agenda:

- 8-A. Proposal on Ainsworth.
- Payment on Bills Payable – Star Modernization Fire Hall renovation
- Addition of the Algonac High School Flower Bill
- Quote for water from Amy Kaatz

AYES: All. NAYS: None. ABSENT: Orlando, Hardy, Seifert.

MOTION CARRIED.

3. APPROVAL OF THE MAY 10, 2005 MINUTES:

Moved by Thompson, supported by Kirkpatrick, **MOTION CARRIED**, to approve the May 10, 2005 DDA Minutes with an amendment on page 3, six (6 paragraphs from the top) comment by Cindy Kirkpatrick statement added: “Asked if citizens had been informed of this project?” Answer was “no”. AYES: All. NAYS: None. ABSENT: Orlando, Hardy, Seifert.

4. TREASURER’S REPORT: June 9, 2005

Moved by Thompson, supported by Kirkpatrick, **MOTION CARRIED**, to accept the Treasurer’s Report for June 2005. AYES: All. NAYS: None. ABSENT: Orlando, Hardy, Seifert.

5. BILLS PAYABLE:

Moved by Thompson, supported Kirkpatrick, **MOTION CARRIED**, to approve the following bills payable:

Recording Secretary: \$78.75

Precision Care, L.L.C. - \$1,800.00

Star Modernization (Fire Hall Renovation) \$118,677.00

Flower Bill Purchase from the Algonac High School Band \$1,033.50

\$500.00 to the Band Boosters for planting the flowers

AYES: All. NAYS: None. ABSENT: Orlando, Hardy, Seifert.

6. COMMUNICATION (Pass it out later).

7. FOR YOUR INFORMATION

Chairman Wagner reviewed several letters regarding important issues re: Ainsworth intersection, MDOT, Senator Jud Gilbert will be contacted.

OLD BUSINESS:

A. PROJECT CONTROL, INC.

1. Update re: Ainsworth Streetscape Project: John Monte and SyDesign meet with the Road Commission today, concern was the retaining wall within the right of way, wall will be lowered, curb lines reviewed, drainage issue at the curbs, modifications taken care of should be able to move ahead with the project.

Pauline Dueweke: Representative should attend a Lion’s meeting to present a rendering of the intersection plans since they are included.

Questioned the type of plantings in the plan, feel there are too many trees.

Jim Yu, SyDesign: Plantings reflect the local area and require low maintenance.

Jim Yu: Retaining wall was denied, will make it a 6” or 7” planter box, explained the changes to the intersection.

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MOTION BY KIRKPATRICK, SUPPORTED BY DUEWEKE, TO APPROVE SYDESIGN PROCEED TO THE NEXT STAGE OF THE PROJECT OF THE TAFT/AINSWORTH INTERSECTION FOR THE AMOUNT OF \$7,875.00. AYES: ALL NAYS: NONE. ABSENT: ORLANDO, SEIFERT, HARDY. **MOTION CARRIED.**

John Monte: Stated one more detail noted by the Road Commission re: right of way where the benches would be placed.

Confirm with the school the path leading up to the school and mark the location.

2. Update M-29 R.O.W./Prinzivalli's:

John Monte: Sent info to Jon Manos about the resurvey, not heard anything, curb cut was on Prinzivalli's property, would move the curb further towards M-29 to the south and create a new opening, also based on the right of way location curb cuts could be cut through the Island area and include that in the project.

Jon Manos: Meeting with Rocco Prinzivalli Sr. in the next few days in a casual way to see what his position is in resolving the issue.

2. Preliminary Review/estimates for Phase I of Walkway: John Monte handed out some updated estimates on the walkway, not quite final, changes that have resulted from our meetings, once drawings are complete will refine these estimates. The following changes that have happened since meeting with MDOT: Wendy's section was added, drainage problem in front of that location, no easement there for a 7' sidewalk, contacted the owner and he will evaluate the plan sent to him, if acceptable to him will let us know if we can have the easement across the front.

Requirements by MDOT: all driveway approaches be paved; all handicap ramp openings required to be of color impregnated concrete; drainage issues at Wendy's, Lumber Jack entrance drive, Island Drive corner with the restaurant island and several locations with in this Island Drive vicinity with some right of way problems.

Cindy Kirkpatrick: Remarked trees that you will need to remove.

John Monte: Will avoid removing any trees, only one tree that will have to come down, trimming will be necessary.

Pauline Dueweke: Questioned Intersection areas should we coordinate Sy Design concept with this project in some way?

John Monte: Biggest problems in these intersections will be getting adequate easements.

Jim Yu, SyDesign: Explained how a design concept could still be interjected throughout the area.

Chairman Wagner: Requested John Monte to prepare a list of those areas where there may be some conflicts with the landscaping, fence, etc.

John Monte: Permit from MDOT will take about 3-4 weeks after we have made all the required changes per MDOT, bidding process would be the next step, make the bid hold period sufficient to acquire the permit.

MOTION BY THOMPSON, SUPPORTED BY DUEWEKE TO INSTRUCT PROJECT CONTROL ENGINEERING TO DO THE NECESSARY PAPERWORK TO SOLICIT BIDS FOR PROPOSALS OF BIDS FOR THE PHASE I SIDEWALK CONSTRUCTION. AYES: DUEWEKE, THOMPSON, LITTLE, MANOS, WAGNER. NAYS: NONE. ABSTAIN: CINDY KIRKPATRICK. ABSENT: ORLANDO, HARDY, SEIFERT. **MOTION CARRIED.**

John Monte: What about contacting the homeowners at this point?

Chairman Wagner: Prepare a list could send a letter, will send out a letter as soon as possible – Nook to Island Drive and down Island Drive to Taft Road.

4. Ainsworth Light situation: Already discussed earlier under For Your Information section.

B. PLANNER UPDATE:

1. Update on Fire Hall: Three weeks from finishing the renovation per Jim Yu, SyDesign, Fire Chief wants more light outside for cleaning trucks, training and a safety feature, decorative lights do not give off enough light, proposing a 1,000 Watt metal halium light fixture.

Mark Thompson: Comment regarding the aesthetics of the architectural field of the building with the light is lost.

Suggested light be turned on only when needed, instead of having the light mounted on the building, could we put it on the new Edison Pole facing the building?

Jon Manos: Will talk to Chief Edler and get some clarification on what he wants.

Jim Yu: Additional work that needs to be done on the drainage issue, want to extend the replacement of the concrete about 12' south of the building so there will be additional capacity for the truck parking, requires an 8" slab so it added quite a bit to the original estimate as well as the drainage issue, more modification to the storm water drainage will need to replace the culvert, put two new drains and manage the water out to the marsh. Approximately \$80 to 81,000 from the original \$56,000.

Brian Treppa: Taking out the entire front of the parking lot, recurbing, extending the drains, culvert larger, 8" concrete, drainage from the gutters to the existing sewer, repitching everything as needed.

Lengthy discussion regarding the cost increase to the parking lot and at the start was only a cosmetic fix to the fire hall and it has turned into structure issues and site problems.

Chairman Wagner: Why do we need this 12' extension to the drive?

Mark Thompson: Van doors and all the electrical is on the Southside and moving the poles got to be able to reach the electrical panels on the south and strip was a drainage issue.

Cindy Kirkpatrick: Like to see the changes in writing.

MOTION BY THOMPSON, SUPPORTED BY DUEWEKE, TO INCREASE THE CHANGE WORK ORDER ON THE PARKING LOT REPAIRS UP TO \$81,000 TO REPAVE THE FRONT OF THE FIREHALL AND THE 12' ON SOUTHSIDE.

Discussion:

Cindy Kirkpatrick: Made a point this proposal should have been on the agenda prior to the meeting for the Board to review.

R/C VOTE: AYES: MANOS, THOMPSON, KIRKPATRICK, LITTLE, DUEWEKE, WAGNER. NAYS: NONE. ABSENT: ORLANDO, SEIFERT, HARDY.

MOTION CARRIED.

2. Dedication sign is settled.

C. BIKEPATH/M-29 IMPROVEMENTS

Report was already presented by Dick Smith from Montgomery & Associates Dick Smith.

Pauline Dueweke: Did not appreciate the presentation by Montgomery & Associates, disappointed in their results, do better on our own for the time being, intent was not to use the south side of M-29 for a bike path.

Chairman Wagner: Will call Mr. Montgomery and ask him back to answer prepared questions so he can prepare ahead of time.

D. SIGNS/BANNERS

Mark Thompson: Eastern boundary sign, have not had a chance to talk to Pete Beauregard.

E. BEAUTIFICATION COMMITTEE

1. Pump Station: St. Clair County Waste Water Treatment Plant does not want the fence moved at the pump station, impede their ability to get in and work on their pumps; do something inside the fence or to the fence.

Discussion followed.

Consensus was Mr. Thompson will bring the original design back and it will be discussed.

Quote from Amy Kaatz re: plant maintenance.

MOVED BY KIRKPATRICK, SUPPORTED BY THOMPSON, TO APPROVE THE PROPOSAL FROM AMY KAATZ, TREASURER'S GARDEN WILL DO THE WATERING, FERTILIZING, DEADHEAD REMOVAL, ETC. OF THE DDA FLOWER POTS ON A WEEKLY BASIS FOR THE COST OF \$600.00 PER MONTH (JUNE UNTIL SEPTEMBER) AND IF WEATHER CONDITIONS REQUIRE AN EXTRA WATERING, AFTER PERMISSION IS GRANTED BY PAULINE DUEWEKE, MS. KAATZ WILL RECEIVE \$100.00 EXTRA.

Discussion: Pauline Dueweke: Explained in detail, \$200 less than last year, if more than once a week will need permission for a \$100 a run.

AYES: ALL. NAYS: NONE. ABSENT: ORLANDO, SEIFERT, HARDY.
MOTION CARRIED.

F. MDFA COMMITTEE REPORT:

Jim Yu, SyDesign: Report to the Board re: developing guidelines and what has developed thus far, have started already with an outline, targeting December this year for the final guidelines, draft in September or October, public forum after these nodes, fire hall is completed and have something to present to the public.

G. SUBCOMMITTEE REPORT – RECREATION PROJECTS WITHIN DDA

Thank you to Pauline Dueweke on the fine job she did planting the flowerpots this season again and the help she has from her family and the band members.

Cindy Kirkpatrick: Property to put in a park, talk all the time about a park.

H. DIGITAL TOWNSHIP SIGN

Mark Thompson: Township Board does not want a LCD sign, consensus of the Board prefer the sign on the quote sheets.

Total purchase for all three signs.

Will bring it back next time.

I. SCHOOL TRACK RESURFACING

9. NEW BUSINESS

A. 2005-2006 BUDGET DISCUSSION

MOTION BY THOMPSON, SUPPORTED BY KIRKPATRICK, TO APPROVE THE AMENDED 2005-2006 DDA BUDGET.

R/C CALL VOTE: AYES: KIRKPATRICK, THOMPSON, DUEWEKE, LITTLE, MANOS, WAGNER. NAYS: NONE. ABSENT: ORLANDO, SEIBERT, HARDY.

MOTION CARRIED.

10. **BOARD MEMBER COMMENTS:** Article in The Voice re: DDA

11. **ADJOURNMENT**

MOVED BY THOMPSON, SUPPORTED BY KIRKPATRICK, MOTION CARRIED, TO
ADJOURN THE MEETING AT 10:06 P.M.

AYES: ALL. NAYS: NONE. ABSENT: ORLANDO, SEIFERT, HARDY.

Valerie J. Kulba
Recording Secretary