

## DDA Meeting Minutes

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Called to Order at: 7:02pm

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Roll Call:

Present: Dawn B, Dan S, Scott L, Brett L, Mike S, Mike R, Sheree L, John B

Absent: Kelly A

Approve Agenda Motioned: Dawn B. Supported Scott L All in Favor

Approve December Minutes approved as amended: Motioned: Mike S. Seconded Brett L.

All in favor.

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### Financials

Financials presented by Scott Lange. Interest activity only in November and December. No checks written. 1 check pending for Fleis Engineering. Pending until itemized list and amount is supplied by them. Beginning Checking balance November \$11,250.61. Ending balance for November & December Checking: same at \$11,250.61. Savings account \$237,360.65. \$20.16 of interest earned in each month. Ending balance for November Savings \$248,631.42. Ending balance for December Savings \$248,651.58.

Approve Financials: November Motioned: Mike R Supported: Brett All in Favor

December Motioned: Mike S. Supported Brett All in Favor

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### Old Business

**Update on the Streetscape Project:** Dan Nivelt presented 2 speakers from Gordie Frasier Engineering. Craig Goodrich and Heather Jamieson from Gordie Frasier will be presented information about the Streetscape project.

**Craig:** Brian Boles is still with GF however we are swapping projects. Heather has worked with many Road Commissions so she in addition to her engineering skills brings good expertise from the Road Commission perspective that we can utilize on the Streetscape project.

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They brought with them 3 sets of large Streetscape drawings that will be left here for Township to use.

Craig's said he would be working with info from Mike R and Brian B. We would like to bring out the budget information. Also there is a TAP grant that has to be submitted in February. We plan to have the information you need updated available for the Feb. 1st deadline. Because of the USDA loan you are applying for we need the amount of the loan.

Craig and Heather presented photos of before and after showing streets with and without power poles. View toward Inn Between and Chamber was one of the examples shown.

Heather commented on back in parking guidelines. She noted that since August MDOT and the State of Michigan no longer allow pull in parking. They do allow back in angle parking as the approved use.

Dan Nivelt shared with Craig that certain areas on the Streetscape need updating on the map with regards to driveway cuts and a side street issue next to Pollards need clarification as it should be a commercial width street at Straits Highway to accommodate larger vehicles. This was done incorrectly previously. Also Pollards needs clarification of the amount of room between parking and front of building.

Additionally a discussion about the area Dairy Queen and next building re parking. (North Country Insurance) An Attorney has been hired by the owner of North COuntry Insurance regarding this issue.

Indian River Auto have a driveway North of BC Pizza that was left off the drawing and needs to be added back as this is how they access the area for car storage with their wreckers.

Also the alignment of the parking and drives between Christopher's and Barber shop building needs addressing.

Craig said now is the time to make the changes. Craig can schedule a Tim to come and walk around with Dan to detail and note on maps all of the changes. Craig said he will be here this Thursday to set up a time to meet with Heather as well. If not this Thursday it can be soon after.

If submitted on February 1st we would hear by April 18th.

Heather working with MDOT schedule is not always the most efficient..

Program with finalized drawings could be submitted in May which would mean a fall/October start. Paving you would want to wait for spring. Other work can be started such as running underground

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lines etc. Could possibly be started earlier if we got good feedback out of Alex and possibly get a September letting.

Power lines need to be moved before anything else can be done. So get Power company in first. That makes for better road work.

Heather said we should follow up on total cost for electrical being moved. Dan thought the quote was \$90,000 plus conduit.

Comments were made by DDA members concerning high volume of traffic on roads - what might happen with heavy tight traffic and someone stops too close behind then traffic backs up.

Mr. Chadwick, Road Commissioner for Cheboygan County asked if we had a traffic count. Mike Ridley said we have not ordered a recent one. The previous one was done off season and does not accurately reflect summer traffic patterns. Heather pointed out that in most cases engineering would not be designed for a peak 4th of July weekend but for more average use. Brett pointed out that we have heavier traffic for 6 weeks in summer at least.

John B. Asked if once all the access points are adjusted is it possibly the we might have less parking space than before? Is there a net gain of over all parking? Sheree pointed out that at a previous DDA meeting we had requested Brian Boles calculate overall parking spaces with the updated Streetscape plan so we could answer those questions. Do we gain enough parking to warrant changing the road bed based on the number of parking spaces that might be gained?

It was noted that once the other side of thee road is done in front of Chamber then we will have 2 11' lanes.

Mike Saker asked if you have 32' then do you have 22' of roadway and 10 feet left for parallel parking? Engineers confirmed those numbers. Additionally the comments was made that It is unclear what that might look like on the West side until the work is done with regard to amount of sidewalk in front of West side near McClutcheys. (See Craig's response below)

Craig said that the when it comes to what there is now and what there will be, we can calculate that once the drawings are updated.

Discussion about ROW widths noted that ROW on Straits Highway is 81' by trail head and then other places it is 66'. Curb to curb is 32'

Brett is is wondering if you have parallel on both sides do you then you use 42'?

Sheree asked about the Safety Study that had been proposed once the grant was in place. Was there a timeline that would allow this to still happen so that project timeline would not be impeded. Heather stated that it is no longer needed because MDOT regulations changed to only one type of angled parking; back in angle parking. This regulation was changed or noted in August 2015. Sheree pointed out that our situation may be unique and safety issue had been important to many people and that as DDA members we should be able to answer these questions especially with regard to area in front of Chamber.

Chadwick asked does the traffic volume impact safety? Traffic count that GF has is from 2009 and more sure what time of year it was done. Heather said you are not going to design for worse case scenario - you are going to take a year round average.

Chadwick asked for clarification regarding who is plowing the parking areas? Dan said it was going to be the Township responsibility to take care of the non-roadway areas for plowing.

Heather asked if maps can be marked up prior to their arrival on Thursday at 10 AM. To do a walkabout town and look at the areas mentioned earlier with regard to driveway cuts etc... Mr. Chadwick would like to be included in walkabout.

John said he was not sure that the question regarding plowing had been clarified or answered.

Example: Barber shop will have to join with neighbors to clean the area in back in parking in front of their building. Dan N also suggested that back in could be treated as parallel during winter. Question came up as to who was responsible for removing the mounds? Dan also suggested that we might lose some parking to allow for mounding of snow.

Scott - clarified that it's not forced snow removal on the part of the businesses - they can choose to pay to have it removed privately or choose to lose a few parking spaces.

Heather noted that it may be important to designate where snow can be stored as once it freezes it can cause accidents. Heather will be the contact now. (Instead of Brian)

Original contract was to do the original design. Project needs changes to get it ready for MDOT so it can go to bidding. Craig is asking saying that they will submit a contract at the next board meeting to go forward with this project. Mr. Chadwick also acknowledged that the Road Commission will have to sign off on the project as well. Craig noted that Road Commission is part of the team.

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Brett has a crew cab full size pick with 6 1/2 foot box and when he backs up his wheels go back to the white lines. His box hangs over the sidewalk. Since sidewalk is 8' even if he hangs over 3 feet the ADA requirement is 5' minimum.

Mike said it was good that we had some traction with regard to our discussions about the Streetscape and we that we would like Craig and Heathers opinions as to how we have this all planned.

Heather noted that Alex at MDOT is use to coordinating projects that are 3 blocks long and ours is 7/10's of a mile. They are willing to work with us and crunch numbers to make it work. If things need to be modified then it needs to happen soon.

2. Trail Head Map - Sheree Lincoln - still in progress as I have been out of town.

3. Mike Ridely and John met with Gabe Phelps at MDOT to talk about Connectors. Now there is a disconnect. It would also be easier for people getting off the interstate, Good news is there seems to be enough room down the side of the road. The bad news is the island by Burt Lake State Park. ATV's can easily go down the side of the road between shoulder and gravel. Plenty of room until you get to Subway and Tiki Shop, you can get from Bridge north. Could consider moving the curbs? Will do some research. Cannot take them across the pedestrian bridge. Gabe talked about connecting Kens and Brudy Road and from 313 to the town line.

Can ride ATVS 8 months. John acknowledge its a growing market. We have good trails we just need to expand on that; make it user friendly. Gabe Phelps from MDOT.

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## New Business

Scott Lange - Bills: Chamber of Commerce \$85 to renew our associate membership.

\$252 from Township for our part of audit.

Gordie FRasier from our Engineering and design services for \$710 for lighting.

Mike Saker motion to pay. Dawn second. All in favor .

Brett question about Business Disrtrict signs. He noted that we have one down by Vivios for business to South. Are there others north? There is one when you get off

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highway on M68. Brett suggested we have a sign heading North on 27 so that new people know there is a business district to the North.

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Public Comment

Kathy asked if if some parking may be lost, similar to what happened near McClutcheys at other areas along the street scape. It was noted, by Kathy Swanson, that on the Old platted subdivision down past Pollards is only 33'. Kathy asked who will approve the plan and it was noted by Heather that a local MDOT engineer will review the plans before it is out out for bid. (Answers are in body of Minutes as these questions were asked during meeting and moved in minutes to Public comment when requested by Dawn B. as an amendedment to minutes. )

Thank you to Mr. Chadwick for coming to the meeting.

Meeting Adjourned at: 8:11. Mike Motion to adjourn Dawn Seconded. All in favor.

# Tuscarora Township D.D.A.

## Treasurer's Report

### December 31, 2015

#### Checking Account:

Citizens National Bank

Acct. # xxxxxx1656

12/1/2015 Beginning Balance \$ 11,250.61

Debits: (Checks Written, Etc.)

Check #1078\* - Fleis & Vandenbrink; 6/18/2015 \$ - \*\$44,662 not yet sent. Awaiting invoice

Describe \$ -

Describe -

Describe -

Total Debits -

Credits: (Deposits, Etc.)

Describe \$ -

Describe -

Total Credits -

12/31/2015 Ending Balance \$ 11,250.61

#### IMMA Savings Account:

Citizens National Bank

Acct. # xxxxxx3062

12/1/2015 Beginning Balance \$ 237,380.81

Debits: (Checks Written, Etc.)

Describe \$ -

Describe -

Total Debits -

Credits: (Deposits, Etc.)

Describe \$ -

12/31/2015 Interest 20.16

Total Credits 20.16

12/31/2015 Ending Balance \$ 237,400.97

Checking Account Balance (From Above) \$ 11,250.61

Total D.D.A. Available Funds \$ 248,651.58