

## TUSCARORA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Minutes: September 10, 2018

### **Meeting was called to order at 6:58 pm. Roll Call:**

- Present: D. Bodnar; K. Olsen; M. Ridley; D. Friedrieichen; M. Saker; D. Mallory; D. Driskill.
- Absent: D. Nivelt.

### **Approval of Current Meeting Agenda:**

- Motion to approve agenda with modifications as stated below. A motion to approve was made by D. Mallory; seconded by D. Driskill; all in favor.
- 1) Under New Business – Add NLEA Conference and Safety Signage.

### **Approval of Meeting Minutes:**

- Motion to approve the meeting minutes of August 2018 as presented was made by D. Driskill; seconded by D. Mallory; all in favor.

### **Financials for August 2018: D. Mallory, Treasurer**

- MMA Savings Account 8/31/18: \$379,418.09
  - 1) Includes Interest paid in the amount of \$32.22.
- Checking Account 8/31/18: \$ 27,597.61
  - 1) Checks written to Tuscarora Township for street cleaning in the amount of \$600.00
- A motion to approve the treasurer's report as presented was made by D. Friedrieichen; supported by D. Driskill; all in favor.

### **New Business:**

- NLEA Conference - D. Bodnar recommended the entrepreneur conference for DDA members. A motion was made for the DDA to pay for the conference fee (\$100) and related expenses for attendees by M. Ridley; seconded by D. Mallory; all in favor.
- Safety Signs – M. Ridley brought to the attention of the board a safety issue in front of Subway at the crosswalk. Pedestrians, in many cases, assume right of way and need to have a visual sign indicating that they actually do not. A motion was made by D. Friedrieichen; seconded by D. Mallory; all in favor for M. Ridley to order 6 (potentially 8 depending on information with regard

to pedestrian right of way at island area in front of Subway) not to exceed \$300. Language would be as is presented in example submitted by M. Ridley.

#### **Unfinished Business:**

- Streetscape Project

- 1) M. Ridley has taken the plans to a majority of the businesses (more to follow) and submitted comments as written on the plan. Discussion included:

Agreed upon by the DDA:

- A. Take out the circular drive at next to The Summer Store;
- B. Curb cut in front of Barry's Auto Sales;
- C. BC Pizza has agreed to share access with NAPA ....plan needs to reflect.
- D. Salon – New curb cut.
- E. N. Embroidery – eliminate bumpout.

Will be brought to the attention of OHM/B&R for potential solutions/action:

- a) Preserve wall in front of Coldwell Banker;
- b) Reduce the width of the sidewalk from the current 3/6/3';
- c) Potential for parallel parking in front of the "Cuppa Life block";
- d) Potential for NAPA to have a 12' curb cut;
- e) Florist – ok with R turn lane.

Comments not agreed upon:

- a) PNC - keeping sign
  - b) BC Pizza – moving utility pole
  - c) Physical Therapy – losing parking spots
  - d) Bear Barbell – no loss of any space
- 2) D. Bodnar requested a special meeting of the DDA to be scheduled on September 24<sup>th</sup>, 7p to focus on completion of the TAP grant application. Any members interested in attending a planning session, 6p, prior to the meeting on the 24<sup>th</sup> are welcome. It was noted that a letter supporting the project is likely to be needed.
  - 3) Additional parking lots were discussed utilizing existing Township ownership. Could be a potential phased plan.

- 4) A detailed itemization of project costs is being completed by T. Knutsen, B&R and will be received soon.
- 5) Grants were discussed. The TAP grant through MDOT will be applied for with the deadline of October 20<sup>th</sup>. M. Ridley looked into an MEDC grant, however, not applicable due to a larger median income level in Tuscarora Township. D. Friedrichsen mention a grant identified by NLEA which might assist in funding a sign at each entrance of the downtown area.

**Tabled Items:**

Business Loop (July 2017)

Pathway Project Lights by School (October 2017)

Electric Car Charging Station (November 2017)

Signage (June 2018)

**Public Comment:**

- A question was made to address whether the plan would include repaving of the downtown area streets. The answer will be presented in the detail from T. Knutsen, however, it was noted that if it is not included, it would be favorable if the Road Commission could agree to complete the paving in support of the Streetscape Project.

**Board Comments:**

**Motion to Adjourn:**

- A motion was made at 8:25p by D. Friedrichsen to adjourn; supported by M. Saker; all in favor.

**Next Meeting: September 24, 2018 7p**