

## TUSCARORA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY

### Monthly Meeting Minutes: April 15, 2024

#### **Roll Call: 7:00 pm**

- Present: D. Friedrieachsen; D. Nivelt; S. Fisher; K. Olsen; D. Bodnar; T. Goral; L. Pollard; M. Whitener
- Absent: R. Kramer

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

- Motion was made by D. Nivelt; seconded by K. Olsen to approve the current agenda with addition of (h) under New Business of Discussion on Legal Description of Well, (i) Discussion on Budget, (j) Discussion of Planning Meeting. All in favor.
- Motion was made to approve the March meeting minutes by S. Fisher; seconded by D. Nivelt. All in favor.

#### **Financials for April 2024:**

- Financial Report:
  - 1) Balance in Account \$161,277.64 Motion made by D. Nivelt; seconded by M. Whitener to approve the financial report. All in favor.

#### **New Business:**

- Streetlight Banners. The Women's Club will be placing banners on up to 33 posts plus the bridge. Toon Time Family Fun Poker Run will place up to 40 banners between June 10-July 1 to advertise their event. For this year only. Additional discussion will occur for future usage. A motion was made by D. Nivelt; seconded by M. Whitener to approve the Women's Club to utilize a minimum of half of the posts for their banners. All in favor. A motion was made by S. Fisher; seconded by D. Nivelt to allow Toon Time to utilize poles for advertising as stated above. All in favor. A thank you to the Women's Club for all of their efforts in the community.
- Community Event Coordination Meeting. Rescheduled to May. D. Bodnar, DDA will coordinate with the Chamber to offer an opportunity for community groups, nonprofit organizations, school, municipality depts, etc. to collaborate on special events that they will be hosting. Location will be the Golf Club. Date to be announced.
- DDA Music Series update provided by M. Whitener. All musicians are scheduled except for one date in August. Donations have been received with a goal of \$2,500 raised. Motion was made by D. Nivelt; seconded by T. Goral for D. Friedrieachsen to submit a grant application to the Cheboygan County Community Foundation in the amount of \$2,500. All in favor.
- Sidewalk Update. Bid was received for cleaning and sealing the sidewalks from Goral Property Services in the amount of \$8,100. Discussion over the necessity to clean/seal the sidewalks

occurred. Motion was made by D. Nivelt; seconded by L. Pollard to move this agenda item to the August agenda.

- Sam's.gov is complete.
- Repaint Straits Highway Parking Lines. A request was made by R. Kramer, Supervisor of Tuscarora Township for DDA financial contribution to this project which totals \$4,121. Motion was made by D. Friedrieachsen; seconded by M. Whitener to decline this request due to the lack of funds and recognizing the historical responsibility being the townships. All in favor.
- Lighting costs for Sturgeon. It was recognized that the DDA had voted in favor of assuming the cost of lighting previously. All bills should be provided to the DDA treasurer.
- Discussion on Legal Description for area of well at the Sturgeon. Mr. Pulte is in support of the easement for the well. A legal description is necessary for completion of a recordable easement in the amount of \$600. A motion was made by D. Friedrieachsen; seconded by D. Nivelt to pay the \$600 to obtain the Legal Description pursuant to Mr. Pulte's acceptance.
- Discussion on Budget. S. Fisher/D. Friedrieachsen will complete for next meeting.
- Discussion on Planning Meeting. A special meeting will take place on April 23, 2024 at 6p to discuss a 5/10/15 year planning document. Motion was made by D. Friedrieachsen; seconded by D. Nivelt to approve the special meeting. All in favor.

#### **Old Business:**

- Sturgeon Sculpture. Previously discussed. Motion made by D. Friedrieachsen; seconded by T. Goral to approve the Women's Club placing a granite bench in the landscaped area. Location to be determined by the Women's Club.
- Streetscape Project: D. Nivelt continues to work with property owners and Consumers to move electric from overhead to underground. Easements are done. Consumers is indicating that they will have the project complete by August. Many thanks to Dan for his many hours of work.
- Possible DDA Expansion. Discussions have not occurred on this topic.

#### **Public Comment:**

#### **DDA Board Comment:**

D. Friedrieachsen requested that each board member receive the current planning document for review prior to the April 23<sup>rd</sup> meeting.

Motion to adjourn at 8:20p by D. Nivelt; seconded by T. Goral. All in favor.

Next Meeting will be held on May 20, 2024 at the Township Hall. Special Meeting to update planning documents will be April 23, 2024, 6p at the Township Hall.

Respectfully Submitted, D. Friedrieachsen, Secretary