

TUSCARORA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY

Monthly Meeting Minutes: May 20, 2024 – Approved June 17, 2024

Roll Call: 7:00 pm

- Present: D. Bodnar; D. Nivelt; S. Fisher; T. Goral; M. Whitener, **R. Odenwald**
- Absent: D. Friedrieichsen; L. Pollard; B. Kramer; K. Olson

Approval of Current Meeting Agenda and Meeting Minutes:

- Motion was made by D. Nivelt; seconded by M. Whitener to approve the agenda with the addition of Board Seats and Summer Music Series. All in favor.
- Motion was made to approve the April 15, 2024, meeting minutes with no revisions by S. Fisher; seconded by D. Nivelt. All in favor.
- Motion was made to approve the April 22, 2024, special meeting minutes with no changes by D. Nivelt; seconded by M. Whitner. All in favor.

Financials for January 2024:

- Financial Report:
 - 1) Motion to approve the payment of \$193.94 for past Consumers Energy invoices for the Sturgeon by D. Nivelt and seconded by M. Whitener. All in favor.
 - 2) Motion to approve the current Consumer's bill up to \$50.00 by D. Nivelt and seconded by M. Whitener. All in favor.
 - 3) Motion to approve all future Consumer's bills post audit by D. Nivelt and seconded by T. Goral. All in favor.
 - 4) Motion to approve the 2024/2025 Budget with changes by D. Nivelt and seconded by T. Goral. All in favor.
 - 5) Motion to approve the Financial Report was made by D. Nivelt and seconded by M. Whitener. All in favor.

New Business:

- Expanding the boundaries of the DDA – P. Murdoch questioned where the DDA is on expanding the boundary. R. Odenwald stated he and B. Kramer had reached out to Steve Mann as to the cost of expanding the boundaries. B. Kramer will forward what he learns as soon as he hears back from S. Mann. Tabled until June.
- DDA Planning Document – Planning document approved and will be submitted to B. Kramer.
- May's meeting for Community Event Coordination – The Chamber is busy at this time of year with Old Fashioned Days. Tabled until October.
- Sidewalk Update – D. Nivelt walked the sidewalk with D. Schofield. They found a few things that can be fixed now. Rubber strips at crossings need replacing, extra pole assemblies for street signs, a bench to be added at H & L and one for future use.

They found curbs that have chunks in them that can possibly be corrected when the repairs are made for the streetlights.

Dan recommends not washing and sealing the sidewalks until after the streetlight work is completed. D. Friedrichsen found sidewalks crumbling and fading on her walk through.

Motion by S. Fisher to purchase the sealant this fiscal year and wash and seal in the fall. M. Whitener seconded. All in favor. T. Goral will call for pricing and shelf life of the sealant.

- DDA Open Seat Listing – Dawn expressed her concern about a posting that was made for DDA seat listing. Typically, the DDA would make recommendations to the Supervisor and the township board.
- Commercial Rehab District – Discussion on whether spot zoning for just the J. Jakeway project or for River to River. M. Whitener recommends that a set of criteria be presented before approving any projects.
- Board Seats - Motion by M. Whitener to submit to B. Kramer the following slate of candidates for another DDA term: T. Goral, D. Nivelt, S. Fisher and D. Bodnar. Seconded by D. Nivelt. All in favor.
- Summer Music Series – M. Whitener reported that the Summer Music Series is fully booked along with an additional three dates; he is looking for additional sponsorships and is working on the flyers. He would like to add it to the DDA's Facebook page.

Old Business:

- Streetscape - All the easements are done, D. Nivelt is working on scheduling a walk through with Consumers. Motion by D. Nivelt that the DDA will repay the township for the payment of Consumer's invoice. Seconded by M. Whitener. All in favor. Still need to meet with North Country Insurance for location of meter.

Public Comment:

Public comments began at 8:33 p.m. One public comment received. Public comment ended at 8:34 p.m.

DDA Board Comment:

D. Nivelt would like to get a ruling from the Township Board on requiring contractors to put sidewalks back to their original condition on any project. An email will be sent to B. Kramer.

Motion to adjourn at 7:55 p by D. Nivelt.

Next Regular Meeting: June 17, 2024 at the Township Hall 7p