



CLAM LAKE TOWNSHIP DDA – REGULAR MEETING MINUTES

August 17, 2022

Vice-Chairperson Kleinsorge called the August 17, 2022 Regular Meeting for the Downtown Development Authority of Clam Lake Township to order at 8:05 a.m. This meeting was held at Clam Lake Township Hall in Cadillac, MI. The following Board Members were in attendance: Scott Kleinsorge, Vice-Chair; Jennifer Davis, Member; Brian Potter, Member; Drew Rummel, Member; Josh Trust, Member. Members Absent: Pat Carroll, Secretary/Treasurer; Steve Kitler, Township Supervisor; Julie Snider, Chairperson; Jeremy Winkle, Member.

PUBLIC COMMENT: None

APPROVAL OF THE AGENDA: Motion by Member Davis supported by Member Potter to approve the agenda as presented. Motion carried.

APPROVAL OF THE MINUTES: Motion by Member Rummel supported by Vice-Chair Kleinsorge to approve the July 20, 2022 meeting minutes as presented. Motion carried.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES:

Treasurer's Report:

Vice-Chair Kleinsorge reviewed the regular items included in the meeting packet such as copies of the: June Financials, July Bank Statements, August 8, 2022 bank deposit in the amount of \$674.14 from tax capture, June autopay statement invoice from Baird, Cotter & Bishop for \$150.00, July Autopay statement invoice from Consumers for \$110.63 and August for \$109.54.

Motion by Member Potter supported by Member Rummel to pay the McCurdy invoice of \$525.00 for legal services with regards to the Pioneer. Motion carried.

Motion by Member Potter supported by Member Rummel to pay the Ortwell Mawby invoice of \$2,905.00 for field investigation, lab analytical services and reporting with regards to the Pioneer. Motion carried.

Motion by Member Potter supported by Member Rummel to reimburse the Township \$300.00 for lawn services for the Mitchell Street sidewalk and the Welcome Sign. Motion carried.

Motion by Member Potter supported by Member Rummel to pay the annual web-hosting invoice from the Cadillac News in the amount of \$480.00. Motion carried.

Motion by Member Potter supported by Member Rummel to pay the \$6,400 invoice from Miller Concrete to clean, repair & seal the light pole islands upon completion and inspection. Motion carried.

Executive Director's Report

Director Warda stated that the copy of the Township Board's August 8, 2022 Meeting Agenda is included in the meeting packet.

Director Warda stated that at the Township Board meeting, the Township Board supported the Planning Commission recommendation and denied the Evergreen rezoning request for the property off 41 Rd. Discussion followed.

McGuire/Munger Utility Update - Vice-chair Kleinsorge stated that Supervisor Kitler, Member Winkle, and he met with Mr. McGuire and Mr. Munger. He said he contacted Prein & Newhof and that there is not a conflict if the City's Engineer Connie Houck is not involved in the project. He added that Eric Seguin from Prein & Newhof is Mr. Munger's engineer.

Vice-Chair Kleinsorge stated that in the handout from Prein & Newhof, there are two proposals. He said the first extends the utilities to the 66' easement by Cadillac Tire and the second proposal runs down to a low point at Mackinaw Trail. He pointed out that there is a \$29,400 design fee with 10% for construction/engineering. He added that he received an email from Member Winkle requesting a preliminary budget.

Vice-Chair Kleinsorge said that Mr. Seguin proposes to tie into the manhole between the Hampton Inn and the cemetery and run to Mr. Munger's property. He added that the line will be properly sized to run to Mackinaw Trail. He said that for water, there is a hydrant in front of the Social Security office 12" to run approximately 100 ft. He said that there will be a flow meter on the water.

Vice-Chair Kleinsorge reminded the DDA Board that they agreed to run the utilities 100' into Munger's development which runs \$10-15,000.

Vice-Chair Kleinsorge said that with the \$29,400 design and \$250,000 estimated utility cost adds up to \$304,000 with summer 2023 construction depending on supply cost such as ductile iron. He said it would be about 3 months of construction and restoration.

Vice-Chair Kleinsorge referenced a Member Winkle email stating that we need a commitment from Mr. Munger if we are going to spend this kind of money.

Member Potter inquired if any other businesses wanted to tie in.

Vice-Chair Kleinsorge responded that most options ran past Cadillac Tire & then went into Munger's proposed development. He said they eliminated some cost by just going to the 66' easement.

Director Warda asked if Prein & Newhof would be the Project Managers.

Vice-Chair Kleinsorge replied yes. He said that the Prein & Newhof Project Agreement requires a Sewer Ordinance.

Director Warda responded that the Supervisor has repeatedly asked Attorney Nettleton for a draft of the Sewer Agreement to no avail so Supervisor Kitler told him we will find someone else to draft the ordinance.

Vice-Chair Kleinsorge said he will contact the Supervisor for other Attorney suggestions for a Sewer Ordinance.

Member Potter said he will ask the County Attorney for a recommendation.

Motion by Member Potter supported by Member Rummel to approve the Prein & Newhof Utility Proposal in conjunction with a development agreement with Mr. Munger and a Sewer Ordinance being approved by the Township Board. Motion carried.

Vice-Chair Kleinsorge said he doesn't have a problem with amending the development agreement and removing what Mr. Munger did not like.

Committee Reports – put on next agenda since we had only had five Board members present.

Committees:

Marketing – Chairperson Snider; Members Winkle & Carroll, vacancy.

Strategic Planning Committee – Chair Vacant; Members Winkle, vacancy No report.

Land Use – Chairperson Winkle; Supervisor Kitler, Member Kleinsorge. No report.

Beautification - Chairperson Kitler; Members Kleinsorge, Snider; vacancy. No report.

SPECIAL ORDERS: None

UNFINISHED BUSINESS AND GENERAL ORDERS: None

OLD BUSINESS:

- A. Land Purchase Update - Director Warda stated that the Title Work is not yet completed.

NEW BUSINESS:

- A. Rezone Request – Evergreen Golf Course 41 acres for hotel & RV Park. Discussed earlier in the agenda

Member Potter asked if the Dunbar subdivision was changing lot sizes. Vice-Chair Kleinsorge responded no, that the International Fire Code requires a second way out for a PUD over 30 lots, so they are keeping it the same.

Motion by Member Potter supported by Member Rummel to adjourn. Motion carried.

Meeting adjourned 8:43 a.m.

NEXT MEETING DATE AND TIME: Wednesday, September 21, 2022 at 8:00 a.m.

Cindy Warda, Executive Director