

FRENCHTOWN CHARTER TOWNSHIP RESORT DISTRICT AUTHORITY
Wednesday, July 10, 2024

I. Chairperson Molly Luempert-Coy called the meeting to order with the Pledge of Allegiance to the Flag of the United States of America at 3:00 p.m.

II. Roll call.

Present were: Molly Luempert-Coy, Chairperson; Chris Collins, Board Member; Donald Rushlow-Secretary; Gary Klemz-Vice Chairperson; Brian Dotson- Treasurer. Also present were Larry Smith, Director; Janae Jones, Administrative Assistant; Kerry Bondy-Legal Advisor; Brad Shelle, Engineer, Mannik & Smith Group; There were two community residents present.

III. **Approval of Agenda:**

Motion was made to approve agenda by Mr. Klemz and supported by Mr. Collins.
Motion carried: 5-0 (voice vote)

IV. **Minutes:**

Approval of June 12, 2024 Minutes

Motion made to accept the above June minutes as distributed by Mr. Dotson and supported by Mr. Klemz.
Motion carried: 5-0 (voice vote)

V. **Public Participation:** Pat Szymanski of Brest Bay Grove asked about the status of the backsides of the clay berms being mowed. Director Smith said he recently spoke with Rich from the newly established Department of Public Works regarding this. They had a few issues of running into trash that has been dumped over the berms, damaging their new equipment, and due to the steepness of the berms, they have had to purchase counterweights to balance out the equipment. They are working through the issues and will be taking care of it. Mr. Klemz and Mr. Collins stated they will each follow up with the Department of Public Works.

VI. **Correspondence:** None

VII. **Reports:**

Director's Report:

Computer Upgrades

At the June board meeting problems with our current computers was discussed. It was noted the Township has a relationship with the IT company, Tech Experts, and we are set up to meet with the consultant to discuss our issues. A proposal is being prepared to upgrade our computer systems. The need to upgrade the computers may not be able to coincide with the move to the new building and may need to happen more urgently, as we have been having a lot of trouble and delays with the computers.

Relocation to new municipal building

The building construction seems to be going forward as planned, with a tentative occupancy date of early October.

Street Signs/Road Commission

Director Smith has recently been made aware that the Road Commission reached out to a few of our beach associations offering their services for the fabrication and installation of upgrades and replacement of street signs. They will prepare quotes upon request for any needs that may arise. The street signs are the responsibility of the associations. This recent communication with the Road Commission is very beneficial, as the signs if fabricated by the Road Commission will meet the Uniform Traffic Code regarding height and location of the signs, which is very critical. Director Smith will send a follow up to all the beach associations to make sure they are aware of this new information.

LED Street Light Update

At the last meeting, the RDA board approved upgrading the street lights to LED. Director Smith has been in contact with DTE. The lights have been ordered and are expected to be received by the middle of July. Upon receiving the materials, the work order will be placed to have the lights installed. We are still on track to meet the end of August completion date to receive the additional rebate.

Turning off the street lights for fish fly season will require a liability waiver signed by each association, as this is a liability that the RDA will not be assuming. It will be free for the first time, but there will be a charge for each additional time the lights are turned off or on. Ms. Luempert-Coy stated that DTE did some benchmarking and there are not any other communities that are turning their street lights off for fish fly season. Her personal concern is safety and the liability for turning the lights off. Director Smith said there needs to be a policy that the RDA is not involved in this liability if an association decides to have their lights turned off.

Lake Erie Level

Lake Erie level is behaving per it's normal seasonal trend.

Engineering Report (verbal)

The engineering staff discussed the seawall concerns, and Mr. Shelle was hoping to have the estimate soon for the muscle survey that is likely to be required by EGLE for the state permit. The engineering comments that were sent back to EGLE are still pending. The muscle survey and quite a few of the EGLE requirements are new this year, and probably should have been done in the past but wasn't enforced.

Monroe County Sheriff Contract Activity Report for 5/1/2024-5/31/2024

The Sheriff's office is having an issue with the software that generates the Contract Activity Reports. The report will be sent out once the issue is resolved, most likely within the next two weeks. The report will be presented at the next meeting.

VIII. Old Business: None

IX. New Business:

2024 Overband Crackfill Project Memo #11-24:

At the June meeting, the RDA board authorized engineering to obtain bids for the 2024 Overband Crackfill Project. Mr. Shelle stated they received just one bid, as there was some concerns with other contractors regarding the large sizes of some of the project in some of the associations. The one bid was for \$111,359.70 by K&B Asphalt, the same company that did the project in 2023. Mr. Szymanski stated he was not happy with the quality of work done in Brest Bay Grove with the 2023 project, and he feels some areas in need of repair were missed. Mr. Rushlow raised some concern as to whether an engineer would be on site during the repair project? Mr. Shelle said that an engineer is not on site full time, but the contractor will send photo logs and updates of the work that was completed daily. Mr. Klemz asked if there was any type of warranty from the contractor for the project? Mr. Shelle stated there is not a contractor that will sign a warranty for an Overband Crackfill project, but engineering will have conversations with the contractor regarding their expectations in advance. Mr. Shelle said an Overband Crackfill project is an evaluation type project, the cracks need to be over ¼ inch wide in order to get the product into the crack for the repairs.

Motion was to made to award the bid for the 2024 Overband Crackfill Project to K&B Asphalt not to exceed \$111,359.70 charged to 440 Public Work, 930 Road Maintenance by Mr. Klemz and supported by Mr. Collins. Motion carried: 5-0 (Mr. Collins-yes; Mr. Klemz-yes; Mr. Dotson-yes; Mr. Rushlow-yes; Ms. Luempert-Coy-yes.)

Approval of the June Financial Report, Balance Sheet, Income & Expense Report, and Investment Reports

Motion made to accept the June Financial Report, Balance Sheet and Income and Expense Report and place on file by Mr. Klemz and supported by Mr. Dotson. Motion carried: 5-0 (Ms. Luempert-Coy, yes; Mr. Rushlow-yes; Mr. Dotson-yes; Mr. Klemz-yes; Mr. Collins- yes).

X. Other Items from Board Members:

Mr. Rushlow asked how we were doing with catching up on tree requests from 2023 storms. Director Smith said they are catching up on stump removals and prioritizing as needed, with stumps being a low priority as they do not pose a public safety hazard.

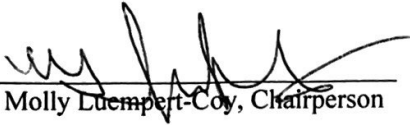
XI. **Public Participation:** None

XII. **Adjournment:**

Motion made to adjourn meeting by Mr. Klemz supported by Mr. Rushlow.

Motion carried: 5-0 (voice vote)


The meeting adjourned at 3:26 p.m.



Molly Luempert-Coy, Chairperson



Donald Rushlow, Secretary



Janae Jones, Admin. Assistant