

FRENCHTOWN CHARTER TOWNSHIP RESORT DISTRICT AUTHORITY
Wednesday, January 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 Kerry Bondy, Legal Advisor; Brad Shelle, Engineer, Mannik & Smith Group; Larry Smith, Director; Janae Jones, Administrative Assistant; Troy Goodnough, Sheriff; Kyle Bryant, Township Clerk.

There were 2 community residents present.

III. **Approval of Agenda:**

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

IV. **Minutes:**

Approval of November 8, 2023 Minutes

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

V. **Public Participation:** None

VI. **Correspondence:** None

VII. **Reports:**
Director's Report:

Lake Erie Level

Lake Erie is behaving very typically. It has not reached its long term average yet, but it is proceeding in that direction.

CDARS

The \$3.5M invested in CDARS in May matured this past November with \$79,644.27 interest received (4.59%). The original principal and interest were reinvested for 26 weeks (maturing May 23, 2024) at an annual interest rate of 4.88%, making the money available should we proceed with a construction project.

Sherriff Goodnough requested an inspection of the dike between Frenchtown Harbor and Detroit Beach to access for damage. Mannik & Smith Group says if the RDA Board approves the inspection, and if the Frenchtown Harbor Board approves it, they will move forward with inspection. This will be added onto New Business agenda for today's meeting.

Director was requested and agreed to follow up on a tree removal request in Detroit Beach.

Engineering Report (verbal)

Work is continuing on the approval process for the Zone 2B/2C seawall project, and they are in the process of setting up an internal meeting. They are working modifying drawings requested by EGLE to resubmit. Landowner meetings are on hold until they have approval from EGLE.

Monroe County Sheriff Contract Activity Report for 11/1/23-11/30/23 and 12/1/23-12/31/23

Sheriff Goodnough presented a STAT report comparing 2023 to 2022. There were a total number of 2099 calls for service in 2022, and in 2023 it significantly increased to 2472. He indicated that in 2023, they have been doing a lot more property checks, accounting for the significant increase in calls.

Motion was made to accept and place on file the Monroe County Sheriff Contract Activity Report for 11/1/23-11/30/23 and 12/1/23-12/31/23 and the 2022/2023 annual comparison by Mr. Rushlow and supported by Mr. Klemz. Motion carried: 5-0 (voice vote).

VIII. Old Business: None

IX. New Business:

2024 Board Meeting Schedule

The 2024 RDA Board Meeting schedule follows the current practice of the 2nd Wednesday of the month at 3:00pm.

Motion was made to accept the 2024 Board Meeting Schedule and place on file by Mr. Klemz and supported by Mr. Dotson. Motion carried: 5-0 (voice vote).

2023 Accomplishments/2024 Goals

Director Smith highlighted a few of the accomplishments from 2023. 1) the Pavement Asset Management Program, all the microsurfacing was completed in 2022 and reviewed in 2023. It was determined to begin with cracksealing of the roads that were microsealed the earliest. Budget supported completion of half of those, with the other half to be completed in 2024. 2) The pumping stations have had starter motor failure in the past and the program to replace all the motors was completed in 2023. 3) Seawall design was completed in 2023 and is in for regulatory approval. 4) The clay berms repair project were completed, with the water levels receding, the gopher holes were filled in. 5) The new police patrol car was put into service in 2023. 6) The tornado and ice storm damage to trees cleanup process was completed within the RDA, and the RDA is appreciative of the help from the township

Goals for 2024 include 1) We will be looking to replace the clay berm cutting contract, we are looking to change contractors due to a slip in performance this year. The township has started a new department of Public Works, and Director Smith has reached out to the director of that department to see if they will be able to take over. 2) The new township building is moving along, with hopes of a July move in date, but that may be pushed back due to construction delays. 3) Finishing the remaining 50% of crack seal project. 4) To solicit bids for the seawall project on the peninsula, dependent on the regulatory process and the RDA finances. 5) Stumps remaining from storm damage tree clean up that were not done yet. 6) Disposal of old RDA patrol car.

2024 Budget Final Approval Memo #1-24

The street lighting expense for 2023 came in much higher than expected. There was an increase in the utility rate, which is consistent across the township and private associations. The Director requests the board to amend the 2024 budget to accommodate the higher amount transferring \$19,727 from the fund balance/excess revenue to the street lighting budget. Mr. Klemz suggested we look into getting quotes to change the lightening to LED, which may save on cost with some of the older/current inefficient lightening.

Mr. Dotson also requested we transfer funds to accommodate the 2023 Director over budget and the Social Security overage.

Mr. Klemz made a motion to transfer \$19,727 from the fund balance to the street lightening balance and was supported by Mr. Dotson. Mr. Collins-yes; Mr. Klemz-yes; Mr. Dotson-yes; Mr. Rushlow-yes; Ms. Luempert-Coy abstained. Motion carried 4-0 (roll call).

Mr. Dotson made a motion to move \$1000 from 703 to 701, and to move \$500 from 703 to 715 from the 2023 Budget, supported by Mr. Klemz. Ms. Luempert-Coy-yes; Mr. Rushlow-yes; Mr. Dotson-yes; Mr. Klemz-yes; Mr. Collins-yes. Motion carried 5-0 (roll call).

Election of Officers and Board Appointments for 2024 Memo #2-24

The board needs to elect new officers for 2024, and make appointments for Engineer, Legal Advisor, Auditor and Director.

Mr. Dotson made a motion to retain the existing officers for 2024, supported by Mr. Collins. Mr. Dotson-yes; Mr. Klemz-yes; Ms. Luempert-Coy-yes; Mr. Collins-yes; Mr. Rushlow-yes. Motion carried 5-0 (roll call).

Director Smith contacted the current appointments for Engineer, Legal Advisor, Auditor and Director, and all have agreed to continue for 2024. Director Smith proposed the board members compensation be increased from \$61.86 to \$68.00 for officers, and from \$56.65 to \$63.00 for members. Board members have not had an increase in 10 years, and he proposes we follow the example of the township. Mannik and Smith has served as our engineer in the past, and their proposed fee schedule is consistent with the township. Legal Advisor Kerry Bondy has agreed to serve for 2024, and Director Smith proposes a \$10/hour increase in compensation. Our Auditor is under contract, which increases \$200 per year. This year will be \$7400. For employee compensation, he proposed a 3% increase which is also consistent with the township. That would raise the Directors salary from \$33.64/hour to \$34.32/hour; and the Administrative Assistant from \$22.50/hour to \$23.18/hour.

Mr. Dotson made a motion to approve the recommendations as proposed by Director Smith. The motion was supported by Mr. Klemz. Mr. Rushlow-yes; Ms. Luempert-Coy-yes; Mr. Collins-yes; Mr. Klemz-yes; Mr. Dotson-yes. Motion carried 5-0 (roll call).

Police Vehicle Disposition Memo #3-24

The new RDA patrol car has been put into service, and the old car has been retired and is ready to be disposed of. Sheriff Goodnough stated the Sheriff office has started to auction everything through govdeals.com, which is an auction that goes all over the country. They have seen a significant increase on the amount they receive for the sale of their fleet.

Mr. Collins made a motion to have the 2017 Ford Explorer auctioned off by the Monroe County Sheriff Dept. on govdeals.com, and was supported by Mr. Rushlow. Mr. Klemz-yes; Mr. Dotson-yes; Mr. Rushlow-yes; Ms. Luempert-Coy-yes; Mr. Collins-yes. Motion carried 5-0 (roll call).

Inspection of Earthen Dyke Berm: and Permission from Owner, and Authorization by Mannik and Smith.

Motion was made by Mr. Klemz for Inspection of the earthen dike berm, with permission from Frenchtown Harbor board by Mannik and Smith using up to \$5000 of the engineering budget (440-934), and was supported by Mr. Collins. Motion carried 5-0 (voice vote).

Approval of November and December Financial Report, Balance Sheet, Income & Expense Report, and Investment Reports

Motion made to accept the November and December Financial Report, Balance Sheet and Income and Expense Report and place on file by Mr. Dotson and supported by Mr. Klemz. 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:** Board Members and Officers were sworn in for the 2024 term by Kyle Bryant, Township Clerk.

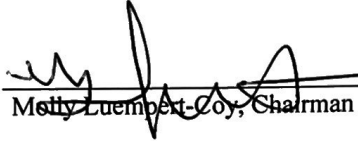
XI. **Public Participation:** None

XII. Adjournment:

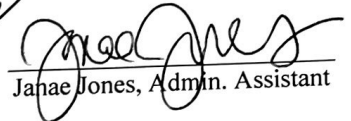
Motion made to adjourn meeting by Mr. Klemz supported by Mr. Dotson.

Motion carried: 4-0 (voice vote)

The meeting adjourned at 4:04 p.m.


Molly Luempert-Coy, Chairman


Donald Rushlow, Secretary


Jahae Jones, Admin. Assistant