

**VILLAGE OF PINCKNEY
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, SEPTEMBER 6, 2023**

CALL TO ORDER:

The meeting was called to order by Chairperson Oliver at 7:35 p.m.
Chairperson Oliver led those present in the pledge of allegiance.

Present: Savanna Gee

Deborah Grischke

Joseph Hartman

Ted Kinczkowski

Christine Oliver

Absent: Robert (Tim) Brown & Trisha Wagner

Also Present: Julie Durkin, Zoning Administrator & Planner Lucie Fortin

APPROVAL OF AGENDA:

Motion by Kinczkowski, supported by Gee

To approve the agenda as presented

VOTE: Ayes: 5 Nays: 0 Absent: 2 MOTION CARRIED

APPROVAL OF MINUTES:

Motion by Hartman, supported by Grishke

To approve the minutes of the August 7, 2023 regular meeting as presented

VOTE: Ayes: 5 Nays: 0 Absent: 2 MOTION CARRIED

REPORTS: None

PUBLIC FORUM:

Chairperson Oliver opened the public forum at 7:37 p.m. Hearing no comment, the forum was closed at 7:37 p.m.

OLD BUSINESS: None

NEW BUSINESS:

1. N. Howell/E. Main Sidewalk, Ramp & Railing Improvements

Zoning Administrator Durkin stated that in preparation of the N. Howell Street project, it was discovered that the sidewalk, ramp and railings on the NE corner of N. Howell and Main is in need of significant repair/replacement. After discussions with the Village Engineer, it is being suggested that we authorize Wolverine to conduct a study on that entire quadrant. This corner is not ADA compliant while all three of the others are. At this point it would be prudent to look at the cost of bringing it into compliance at the

same time as the necessary repairs. Wolverine has provided us a not to exceed \$6,500 cost for the study. If we did the improvements without doing that study, it would be in excess of \$30,000. We would risk having to tear this section out at a later date when we make that corner ADA compliant.

Discussion was held on why we did not know about this before now. President Lavey stated that this was to be part of the sidewalk project, but apparently it is a lot worse than they originally thought. She further stated that when the State came in and did the other corners, they chose not to do this one because of the cost. It was in the sidewalk construction project and it is being suggested that it be pushed to the N. Howell project to give us some more time.

Discussion was held on what is included for the \$6,500. Discussion was held on the design work and cost estimate. Planner Fortin stated that it is a challenging corner and an eyesore.

Motion by Kinczkowski, supported by Grishke

To authorize Wolverine Engineers & Surveyors, Inc. to perform a comprehensive site investigation to identify areas which require modifications to meet current ADA requirements and develop full plans, cross sections and details for a comprehensive project at the northeast quadrant of N. Howell Street & E. Main Street in an amount not to exceed \$6,500

VOTE: Ayes: 5 Nays: 0 Absent: 2 MOTION CARRIED

2. Approval of Payables

Motion by Grischke, supported by Kinczkowski

To approve the May payables in the amount of \$2,036.38

ROLL CALL VOTE: Brown - Absent
Gee - Yes
Grischke - Yes
Hartman - Yes
Kinczkowski - Yes
Wagner - Absent
C. Oliver - Yes

MOTION CARRIED

PUBLIC FORUM:

Chairperson Oliver opened the public forum at 7:41 p.m. Hearing no comment, Chairperson Oliver closed the forum was closed at 7:41 p.m.

MEMBER DISCUSSION:

Zoning Administrator Durkin stated that our part-time seasonal person has started working. It is looking much better, but there is still some work to be done.

Durkin stated that she has provided some group names, meeting times, etc. of a couple local business groups if DDA members would like to reach out or become involved.

ADJOURNMENT:

Motion by Hartman, supported by Grischke

To adjourn the regular DDA meeting at 7:43 p.m.

VOTE: Ayes: 5

Nays: 0

Absent: 2

MOTION CARRIED

Respectfully submitted,

Christine Oliver, Chairperson

Julie Durkin, Zoning Administrator
Recording Secretary