

VILLAGE OF NORTHPORT  
Infrastructure Committee  
116 W. Nagonaba St.  
Wednesday, January 25th, 2023 at 12:30pm  
DRAFT MINUTES

*Note: upon request a Zoom recording is available for this meeting.*

**Call to Order/Roll Call**

Chair Cavendish called the meeting to order at 12:32pm.

Members present: Cavendish, Harper, Cook, Arbury.

**Staff Present:**

Department of Public Works Superintendent (DPW) - Chris Holton

Community Liaison - Cindy Edmondson

**Public Present:**

Multiple members of public attended in person and via Zoom

**Additions/Revisions to the Agenda:**

Agenda was accepted as presented.

**Public Comment:**

none

**Correspondence:**

- A. Joe DeFors - 1/20/23 - Funding available from Bipartisan Infrastructure Law and Inflation Reduction Act a once in a lifetime opportunity for Michigan communities
- B. Joe DeFors - 1/19/23 - Funding announcement for Community Energy Management Program
- C. David Brigham - 1/9/23, 1/21/23, 1/22/23, 1/23/23, 1/24/23 - Re: Trout Unlimited - MISSION & VISION (attachments) FLASH!
- D. David Brigham - 1/9/23 - Trout Unlimited - MISSION & VISION (attachments)
- E. Sarah U'Ren - 1/24/23 - Northport Creek E.coli Impairment - SOURCES
- F. David and Kristine Wong - 1/24/23 - Rose Street Improvement

**Street Light Update:**

Chris Holton reported that the lights are still a frustrating work in progress. There are still two controllers that are not responding. He has reached out to Consumers and they are supposed to send someone out to test and possibly replace those, but no date/time for that has been scheduled yet. He also has requested that the very bright light on the corner of Nagonaba coming from the bay be shut off, it is redundant and there have been complaints about it.

**Rose Street Culvert Update:**

Chris Holton reported that there is no new update on the Rose Street culvert project, other than we still need to look for funding. Chair Cavendish shared two grants she found when reviewing correspondence from Joe DeFors - which included a link to a spreadsheet created by the University of Michigan that links to many grants now available due to the passing of the Infrastructure Investment and Jobs Act.

- The Local and Regional Project Assistance Grants (RAISE—Rebuilding American Infrastructure with Sustainability and Equity)
- Geographic Programs - Great Lakes Restoration Initiative

Trustee Harper is going to follow up and see if any of these grants might work for either the Rose Street or Fourth Street culvert/drainage projects. Chris Holton is going to follow up with Prein & Newhoff to see if they have found any available grants, or if they feel any of these mentioned today might work.

#### **Fourth Street Drainage Update:**

Chris Holton reported that they removed some of the stone along 4th Street that had been there for support during the high water, they reinforced on the end of the street, and they added some sand and removed some debris down on that beach. It now looks more presentable. They haven't heard anything back on the proposed design for 4th Street drainage work yet. Chris H. will work to get the soil boring results (discussed last meeting) into a public dropbox for review.

#### **M-201 Jurisdictional Transfer Discussion Update:**

Chair Cavendish shared the information gathering progress since last meeting. She is continuing to work on the information gathering, and does not yet have a formal report to present. The information gathered since last meeting includes:

- Previous emails about the possible M201 Jurisdictional transfer between MDOT, village trustees, and planning commission members. Reviewing these helps frame the discussion and questions thus far. Many of the questions raised at the previous meeting are addressed/answered in this correspondence.
- An email explaining the revenue sources: *“The transfer of 1.47 mi from MDOT to Village of Northport would come with an annual Mileage Transfer Payment of approximately \$42,250 calculated by using current (August – 2021) worth per mile amounts (\$28,739.00/mi) for the Primary Road System. The transfer would also result in an increase to the Village’s major miles allocation factor increasing their monthly distribution about \$2,087 a month or \$25,050 annually. Therefore, the Village would be receiving an additional \$67,300 annually.”*
- The repaving discussion/question: *“As a note, MDOT typically completes a simple resurfacing of the road ahead of the jurisdictional transfer. There is also a lump sum pay out option to the Village instead, which would mirror the amount that MDOT would pay to resurface M-201.”* This also includes the opportunity to tie in grant funding, of which there are multiple grants available, one of the main ones being “Safe Routes to School”. PC Chair Arbury shared that we may be able to get additional information on this grant from PC Commissioner Bob Newell, as he has attended multiple webinars on the subject.
- The bridge/culvert report completed by MDOT
- Summary of comments at the recent 1/17/23 Leelanau County Road Commission meeting: they can put this on one of their upcoming agendas once we have reports to share and discuss, they would want to have Chris H in attendance as well, they feel it is possible to continue plowing that section and could research and discuss what an intergovernmental agreement would need to look like, and what the costs for reimbursement from MDOT for that section currently is. We will work to follow up and discuss this with them once we have more of this information gathered, utilizing their expertise, experience, and advice. Trustee Cook added that through a discussion he had with a road commission member, that we should verify what amount we would be charged by the road commission for plowing, and what amount we would be charged by the road commission for the spring cleanup.
- There is still some questions we are waiting on MDOT to answer and Chair Cavendish is following up, including whether or not the road could be turned back over to MDOT if the village no longer wanted jurisdictional control.

Chris Holton again emphasized the aspects he wants to ensure we evaluate and review:

- The costs and maintenance time for managing the infrastructure of the road right of way, storm water systems, all trees, resurfacing in the future as the road deteriorates over time.

#### **7th Street Access, Haserot Beach, and South Beach Erosion Management Update:**

7th Street Access: no permitting or cost updates yet.

Haserot Beach: Chris Holton was able to meet with Robyn Schmidt from EGLE and she felt the proposal/site plan was a viable proposal and shared that everything above the high water mark is outside of her jurisdiction. The next step will be to present and get approval from the county soil and erosion commission. Chris is going to work on getting photos and a plan together to present to soil and erosion, and then see if we can get the work completed during the off season, prior to the summer.

South Beach: They just have a couple pieces of concrete to remove. He has gotten varying opinions on whether we should add sand to the eroded portion, or not. Trustee Harper asked if the sidewalk that is closer to the NYSS side, and used to have a pad, is what he is planning to remove, because he doesn't feel it is a hazard. Chris Holton explained that they are planning to leave that portion of the sidewalk, but that there is some concrete in the water that they apparently missed in previous removals, and then they want to cut and cleanup a piece that has broken off on the north side.

### **GIS Mapping Update**

No new information since last meeting. Chris Holton is working to review how much of the work they may be able to do in-house to save money.

### **Electric Car Charger Update**

Trustee Harper reported that the Tesla charger is functioning properly and both he and Chair Cavendish have spoken to residents who were able to successfully use the charger within the past two weeks. Chair Cavendish is going to confirm that since it was now understood that the village does own the chargers, that they are included on the assets and insurance policies. Trustee Harper requested that Finance committee review if the electrical cost is more than \$100, if perhaps the village could ask businesses to sponsor the cost on a yearly basis and perhaps place a sign stating that sponsorship at the chargers.

### **Mill Pond Dam Status**

Currently the Old Mill Pond discussion has been managed by the Parks and Trails Committee. Trustee Ager has been leading that discussion and was invited to the meeting, but was traveling. She did however share the new Dam Alternatives Evaluation from GEI Consultants which would evaluate anticipated costs for rehabilitation of the dam, and that has been provided to the committee. Originally the estimated cost for the evaluation was expected to be \$30,000, but it has come in at \$13,000. The timeline included in their estimate would require committing to the work by 2/3/23.

Maintenance of the dam, DPW completing the work they are able to that was outlined in the recent condition report, and looking to grants for re-wilding if that is the course, or recreation grants such as SPARKS since the Park and dam are a part of our Village Recreation Plan are all aspects that require research and deliberation. Chair Cavendish also mentioned that the Recreation Plan does outline many goals for the park, including dredging the pond, and asked if that needs to be done. Chris Holton confirmed that he does feel that both the pond and dam need attention, and that dredging is something that should be looked at. They will be looking to work on the boards as recommended in the previous GEI report in the spring. He would recommend the dredging in the late summer during the drier time, and that at the same time when the water is down, we could take a closer look at the dam and even have trustees, and experts on site to see for themselves what the situation looks like.

The committee felt that since Old Mill Pond is currently being discussed both at Parks and Trails and Infrastructure that the next step should be to discuss at council, where this discussion belongs. Having two committees working on the same tasks is not a cohesive path forward. The recommendation of Infrastructure committee is to shift the discussion over to our committee, since the dam is a village asset and maintained by DPW. After council discussion, if determined that it will be an Infrastructure discussion

moving forward, we will have a more in-depth discussion next meeting.

### **DPW Report - DPW Superintendent Chris Holton:**

The bubbler maintenance was completed and they are functioning well. There is still some work to be completed at the marina, outside the harbor house where the control box comes up, and there is one dockbox that the diver ran out of time to finish and will get completed soon. The parking lot project is still moving forward and the due date for bids is January 31st, so we are looking to get those in. The plan is for the work on the parking lot to be completed this spring.

MDOT annual road certification as part of Act 51 is completed, signed and sent back. MDOT is also working to get the sign back up (that was hit by a snow plow) on the corner of Waukazoo Street and Nagonaba. He has not heard back from Advantage Electric on the cost and availability to replace the light-post yet.

DPW had their annual boiler inspection and there are some minor repairs needed (control valves). Chris Holton is working on getting estimates for that work.

DPW also received a quote in October 2022 for ceiling work, putting up beadboard, at the Visitors Center to brighten up and feel more inviting. Material cost is around \$1600, and Chris Holton feels it does need attention. Chair Cavendish shared that there are construction & maintenance and repair funds in the general fund for asset/building upkeep, so the funds may be available for this to be completed without needing Capital funds.

The new plow is now scheduled for a build date in February, the issue is still lack of components. Chris Holton again explained that we will be getting a 2023 truck for 2020 prices, so he still feels we should stay the course and wait. The committee agreed.

The North Shore Drive water hook-up that was requested after the ordinance deadline for winter work is now scheduled for the spring.

Chris Holton has been able to make some progress on the North Shore Drive sewer cleaning and camera inspection work. He has been able to talk with a company and got a good quote for pricing, but the scheduling was not, so then he also got a bid from DBM in Sterling Heights. They may be able to come up and do the work within the next week, but there is still some discussion needed with Jacobs (company that reports on the system). Chris has also reached out to some of the former engineers to work to get as good of a picture on that as we can. That work and approval will be discussed at the NLTUA meeting as it is a decision they are responsible for.

Discussion on the process necessary to complete the request by Kristine and David Wong to establish/surface North Rose Street, so it would be ready for traffic. Chair Cavendish explained that for transparency she wanted to share that her company is one of the builders the Wong's are considering to construct their home. Chris Holton shared that there is already a "road" there, it is currently grassy and has some trees along the edge that may be encroaching. He is recommending that DPW or a contractor go in and trim the trees back as necessary and install gravel. There is a manhole and a 20' water lateral already in place right in front of their property. Chris Holton will be looking at the schedule and cost estimates and can report next meeting.

Chair Cavendish asked what is the policy for sidewalk snow removal and ice maintenance. Chris Holton explained that when its more than 2-3" they try to plow. She asked what they can do to help with the ice, and he shared that they have to do a sand/salt mix, and that some businesses don't like that, because it

tracks into their stores. They do not have a mechanism or device to salt them. Trustee Harper reminded everyone that there is an ordinance that states it is the responsibility of the businesses to keep the sidewalks clear. Chair Cavendish asked if businesses can shovel snow into the road for DPW to plow away. Chris Holton shared that if its shoveled out when there are cars on the street, that does make it harder to clean up with the plows until the following day. Chris Holton will work to have DPW give sidewalks a bit more attention to make the area more walkable during our winter season. Chris also mentioned that perhaps they could re-look at getting a salt/sand attachment for the gator, to make it easier to salt/sand.

### **Planning Commission (PC) Report - PC Chair Arbury:**

Arbury ran through her report highlighting the 7th street property discussion progress, tree committee, master plan revisions, and zoning ordinance revisions.

Chair Cavendish shared that she would like to see all the committees using the same CIP (capital improvement projects) rubric that the planning commission uses, and work to compile all the CIP's from all committees into one centralized list for the village with scores based on the same scoring rubric.

### **Public Comment:**

Anne Harper on 4th Street. She would like to reiterate Karl's request that the latest report from Prein & Newhoff soil borings be available to the public. She would also like to know the next steps for the 4th Street work. She is also thankful for the work completed on 4th Street. She feels it would be helpful for the public if someone tried to create a document on the Old Mill Pond Dam that is as neutral as possible that includes: pros and cons about finances, recreational usage, engineering considerations. She feels there needs to be public discussion on the uses of the space by the public, funding sources, and options. Finally, she was frustrated with the lack of documents available for the meeting. It makes it difficult to follow the discussion when they don't have the documents we are looking at, and we should be more aware about introducing and explaining documents if the public can not see them.

Karl Wizinsky on Park Drive. He would like to request that if there is information provided at a meeting that was not included in a dropbox once established, that it be put into the dropbox after the meeting is completed.

### **Committee Member Comment:**

Trustee Harper shared that we are working on getting a dropbox for Infrastructure established.

Chair Cavendish also shared that we are working on getting a dropbox established for Infrastructure, and that there were extra copies in the room. She apologized that she had failed to read the correspondence despite knowing that the public via zoom did not have copies. She will work to improve this in the future.

Nicole Arbury asked if we could perhaps create a dropbox on the web site for the Old Mill Pond Dam specifically, so that it was easier for the public to find and review all the information. She also asked what the history of having the PC Chair serve on the infrastructure committee. Committee members shared that we feel there is value and we appreciate having the Chair on the committee, but that she probably doesn't need to present a report if she doesn't want to, as the information is also relayed at council.

### **Adjournment**

1:40pm Motion to Adjourn - moved by Harper, seconded by Cook, motioned carried

**Next Regular Meeting - Wednesday, February 22nd, 2023 at 12:30pm**

Respectfully submitted,  
Laura Cavendish, Chair

*\* we are working to get Infrastructure meeting packets online, in the meantime please contact the village office or Chair Cavendish for any documents or reports for this meeting.*