

SPECIAL LITTLEFIELD TOWNSHIP MEETING

DATE: December 16, 2014

TIME: 5:30 PM

The meeting was started by Klause Heinert from Gosling Czubak. Present from Littlefield Township Board: Damien Henning, Supervisor & Sondra Festerling, Clerk. Present from Emmet County: Tammy Doernenberg & Dan Plasencia. Present from Admirals Pointe Marina: Kurt & Patti Hoffman, Owners. At 6:30PM Township Trustee, Katie Derrohn arrived.

The meeting started with an overview of the progress made so far and what we would need to accomplish for us to apply for the grants this coming April 2015. The three different types of grants that could be applied for: MNRTF Acquisition Grant, MDNR Waterways BAS Prelim Eng. Grant, and the MDEQ Coastal Management Grant.

Klause showed a slide show of the property and what they found when they went on their preliminary visit to the site. It was pointed out that there is need for new wall systems around the marina and the lagoon. It is unknown how far down or what type of stabilization is in place but there are signs that it will not hold up if the property is being used more regularly in the future. It would be in the best interest to replace all of it. There could be an upwards of 60 boat slips in the marina. The boat launch is currently not in a great location for optimal use for the water and the flow of boats that would be using it so it is suggested to be moved more in line with the lagoon channel to the river. Klause did show a few ideas that would provide for a good flow to the property both for the day traffic and any that may be overnight parking of car & trailers along with the park and recreational property for picnic tables etc. There was also talk of where the gas dock, store, and bathhouse could be placed. The property already has some of the utilities such as sewer and electric. Kurt The electric may want to be moved if we want 30amp access to some of the docks. The property itself has beautiful wetlands that can be played up for dock viewing stations. Hoffman said that the well is old and will need to be replaced. It will have to be decided how many parking slots will best suite the property based on some being for the owners, some for the leased area, car only parking, and some for the day parking with a trailer. Typically waterway parking looks at a 1 to 1 ratio but having 60 parking spots at this location would be overkill and take away from the recreational view of the site. It is felt that we could do more of a 2 to 1 ratio and maybe a few extras. The Hoffman's did state that they are not opposed to removal of the existing buildings for a better design. In the channel to the lagoon we may even want to designate a right left lane and for kayak/canoe traffic. There may not be a large amount of dredging that would have to be done but we will have to figure out where the dredging spoils would go to dry out once it is removed and then ultimately where it would be placed.

Klause also talked about the road leading into the marina and what we may want to consider for bicycle traffic. Damien Henning did mention that there has already been draft work on the easement of the road that would kick into place upon the Township purchasing the property. The easement would allow the Township to update the road to our standards. Klause also asked about the signage for the marina and how the current signage would have to change in some way to show that the marina is for public use.

6:30PM Katie Derrohn arrived.

Klause did ask about the Township's Recreation Plan and that when we will be renewing it in a few years we may want to be more specific when it comes to the Admirals Pointe Project but for the

upcoming grants what we have in the plan should meet the requirements for going forward. Tammy Doernenberg stated that Emmet County has a Water Trail Plan that has been adopted that may also be helpful when it comes to the grant writing time. Klause stated that this sight is very exciting as to what we can provide as a public access and the beauty of the area.

Klause would like to come back in January to go over the work he will be completing after this meeting. Klause will be drafting more detailed conceptual drawing options after tonight's brainstorming. A handout was given to identify how to prepare an MNRTF Grant Application and what the Township will have to help provide to fulfill the grant requirements. The Township will also have to have a 25% of the total project cost to be eligible. Klause said that he will be drafting up the pre-notice and that he will put together the resolution and language to be sent to S. Festerling that can be used for the newspaper and public notice. D. Henning will make sure that our Township Recreation Plan is on file electronically as required for the grants.

At 7:00 PM Klause got out a preliminary drawing to obtain ideas from both the Township and the Hoffman's as to our ideas for the property. All ideas were written in on a piece of overlaid transparent paper from the original layout of the property. It was felt that a one way loop for the traffic as you approach the boat launch. There will be some parking in the center of the loop for transient parking. The Hoffman's felt that the big boat storage building wouldn't be left in the current location or on the property at all. They also thought that it would be great to place the store up near the boat launch and the condo docks so it will have access for the gas dock. It would also be nice to have a separate area for the condo boat dock owners to park their cars separate from the rest of the marina. The launch area would be big enough for a speed boat to be launch along with a smaller area for kayak/canoe launch. Kurt Hoffman said that he thought that the DNR would like them to have a pump out area for the boats who would be at rental slips and that it would be possible for that to be available. The Hoffman's could see the store being around 24' x 24' at a minimum. The perfect spot for the store would be up close to the boat launch. It was also talked about having a shared bath house that would accommodate all the Condo dock owners, rental dock slips and transient boat launchers. Both the Township and the Hoffman's felt it would be great to have an area that feels more like a park with picnic tables, a grilling area or two and maybe a pavilion. Klause said that this project will most likely incorporate 4-5 grants.

The brainstorming portion of the meeting ended at 7:45PM and it was decided to have our next meeting on January 21, 2015 at 5:30PM to go over the concepts that we brought in on the preliminary drawings and to continue to talk about our next steps. We will also have to announce a Public Meeting/Hearing on the Admirals Pointe Project at our January 6, 2015 meeting and get it posted January 16th & 19th for the hearing to take place on February 3, 2015 at 6:30PM just before Littlefield Township's Regular Meeting that starts at 7PM.

The meeting Adjourned at 8:00PM

Sondra Festerling, Clerk