



PARKS & RECREATION
 SUPERIOR TOWNSHIP PARK COMMISSION
 Regular Meeting – July 26, 2010
 Old Township Hall
 7:30 p.m.
 ADOPTED MINUTES

1) CALL TO ORDER

The regular meeting of the Superior Township Parks and Recreation Commission was called to order at 7:30 p.m. at Old Township Hall by the Chair, Jan Berry.

2) ROLL CALL: Lansing, Kern-Boprie, Wilbanks, Berry, Morris, Allen, Hillman

PRESENT: Lansing, Wilbanks, Berry, Morris, Allen

ABSENT: Kern-Boprie, Hillman

STAFF: Keith Lockie, Parks Administrator, Alex Williams, Township Liaison, and Greg Secord, Parks Maintenance Supervisor, were also in attendance.

3) FLAG SALUTE

The flag salute was led by Berry.

4) APPROVAL OF AGENDA

It was moved by Allen supported by Wilbanks that the agenda be approved. Morris added the Dixboro festival to the new items of the agenda. The motion carried.

5) APPROVAL OF MINUTES

It was moved by Wilbanks, supported by Morris, that the minutes of the regular meeting of June 28, 2010 be accepted. The minutes were accepted.

6) CITIZEN PARTICIPATION

None

7) TOWNSHIP LIAISON

Williams said that Kern-Boprie's report from the last Board meeting covers the information from the last meeting. Kern-Boprie's report is attached to these minutes.

8) REPORTS

- A. Chairperson: Berry reported that an Eagle Scout project was completed in Cherry Hill Nature Preserve. The project involved building some benches and completing some trails in the Preserve. Berry said another Eagle Scout project which will build a bridge over a wet area will be started soon. Berry inquired if the fence to the tennis court at Community Park was repaired after the Sheriffs Department installed the basketball hoops. She also wondered when the new memorial benches at Oakbrook are to be installed.

- B. Administrator: Lockie's report attached to these minutes
- C. Board Meeting Attendees: Kern-Boprie's report attached to these minutes
- D. Park Steward: No report
- E. Safety: Secord reported that there have been no injuries in the last month. He also brought a sample of signs that could be made and installed at the parks. The signs are a maintenance free material and cost about fifty dollars a square foot so the sign for North Prospect Park would cost about eight hundred dollars. Berry said she prefers wooden signs and that she would check into the costs for wood signs so we could compare the prices. Secord reported to Berry that the fence at the tennis court at Community Park had been repaired by the Sheriff and Secord is still coordinating the installation of the memorial benches at Oakbrook Park.

Wilbanks moved, supported by Morris, to accept the Reports. The motion carried.

9) COMMUNICATIONS

Attached to these minutes.

Wilbanks moved, supported by Lansing, to accept the Communications. The motion carried.

10) OLD BUSINESS

A. **2010 Summer Programs** – The Commission reflected on the recent Bike Safety Program which was held at Fireman's Park and estimated that twenty children attended the event and about fifteen adults. It was raining the day of the event and that probably contributed to the lower attendance. The Commission also talked about the upcoming kickball event at Oakbrook Park. Allen volunteered to be the contact person for that event and Berry, Lansing, Morris and Wilbanks agreed to attend.

B. **New Truck Purchase** – Secord has three bids from dealerships for the purchase of a new truck for parks maintenance. He mentioned that the Parks Department has a fleet discount through Ford. The Dodge dealer was higher than the two Ford dealers, and Gene Butman Ford is most appealing to Secord because of our previous business relationship with Butman. The bid from Butman Ford is \$23,364 (twenty-three thousand three hundred and sixty four dollars). Morris moved that the Commission allow Secord to contact Butman Ford about purchasing a new truck with the purchase price not to exceed \$25,000 (twenty-five thousand dollars). Wilbanks seconded the motion and a unanimous roll call vote was taken.

11) NEW BUSINESS

A. **Non-Motorized Trail Vacuuming** – A company will be hired to sweep and clean the non-motorized trail once or twice a year. The funds for the trail cleaning will be added to The Parks Department's budget by Town Hall. Morris motioned that we accept the bid for the non-motorized trail cleaning from Progressive Sweeping Contractors, Wilbanks seconded.

B. **Dixboro Fair** - Morris announced that the Dixboro Fair is being held August 7, 2010 and runs from 10:00 am until 6:00 pm. She would require someone to be available at the table for the entire time and she would also need the canopy and folding chairs. Commissioners Lansing, Morris and Wilbanks volunteered to be at the table.

12) BILLS FOR PAYMENT

Allen moved, supported by Wilbanks, to pay the bills totaling \$2,359.25 (two thousand three hundred fifty-nine dollars and twenty-five cents). The motion carried unanimously.

13) FINANCIAL STATEMENTS

Wilbanks moved, supported by Lansing, to accept the June, 2010 financial statements. The motion carried unanimously.

14) PLEAS AND PETITIONS - None15) ADJOURNMENT

It was moved by Wilbanks supported by Lansing that the meeting be adjourned. The motion passed unanimously. The meeting was adjourned at 8:12 pm.

Respectfully submitted,

Dan Allen, Secretary