



PARKS & RECREATION

SUPERIOR CHARTER TOWNSHIP PARK COMMISSION

Regular Meeting
November 28, 2011
7:30 p.m.
Adopted Minutes

- I. The meeting was called to order at 7:30 p.m. in the Utility Department Administration Building's Conference Room by the Chair, Jan Berry.
- II. Roll Call
Park Commissioners present: Jan Berry, Uva Wilbanks, Marion Morris, Dan Allen, Terry Lee Lansing, Sandi Lopez, Martha Kern-Boprie

Park Commissioners absent: none

Others present: Alex Williams, Township Trustee
- III. Chair Jan Berry led the pledge of allegiance to the flag.
- IV. Approval of Agenda
It was moved by Uva Wilbanks and supported by Marion Morris to approve the agenda as presented. The motion carried.
- V. Approval of Minutes of October 24, 2011
It was moved by Uva Wilbanks and supported by Sandi Lopez to approve the minutes of 10/24/11 with corrections to Items (4) and (7). The motion carried.
- VI. Citizen Participation
None
- VII. Board Liaison Report
Township Trustee Alex Williams reported:
Pine Court was paved. Superior Township was evaluated by an organization named E-Cities and given a "Four Stars" rating as a good place to live. The old Fire Truck was sold on e-bay for \$7,000. A Public Hearing was held on a Local District Financing Authority (LDFA) for the SPARK/Hyundai project. Approximately five people attended the hearing. Don Smoke, a township resident in Matthaei Farms, has petitioned for an ordinance to prohibit outdoor leaf burning. An ordinance is under consideration to reduce the number of dogs that may be kept without a kennel permit. The Township Board received the Park Commission report on tree planting. St. Joseph Mercy Hospital will fund $\frac{3}{4}$ of the cost of a sheriff deputy. This funding will add to the $\frac{1}{4}$ the township has paid for three months of added deputy service during summer months, allowing the township to be served year-round by this deputy. The township opted out of a law that could have required all township staff to pay at least 20% of their health insurance premiums or placed other restriction on employee health insurance. The township continues to provide health insurance to its employees. Precinct One may vote at the Dixboro United Methodist Church, rather than at Township Hall. Precinct Five will continue to vote at Township Hall.

VIII. Parks Reports

- A. Chair – Chair Berry reminded commissioners that the December Commission meeting is scheduled for 12/16/11 (3rd Monday of month) and begins at 6:30 p.m., an hour earlier than usual.
- B. Administrator – Keith Lockie submitted his report in writing
Twp Board Meeting Attendees 11/21/11 Lansing 12/19/11 Berry
Park Commissioners & Staff invited to holiday luncheon 12/16/11 noon Board Room
Harvest Moon Park parking lot renovation complete
Awaiting bids for Norfolk Park pavilion repair
Schock Park – removed one tree and eight stumps
- C. Board Meeting Attendees
Terry Lee Lansing said Alex Williams' report was very thorough. She added that Supervisor McFarlane stated the next new fire truck would probably be purchased within five years.
- D. Park Steward – no report
- E. Safety – no report

IX. Communications

- A. November 2011 Budget Amendments
- B. Memo and Photos to Township Board regarding the Tree Planting Project
- C. Huron River Watershed Council Letter & Report
- D. 2012 Township Holiday Lunch Flyer
- E. Blanket Donation Drive Flyer
- F. Email from Florence Erzen regarding CHNP Trail Marking
- G. 2012 proposed Park Commission Meeting Schedule

It was moved by Dan Allen and supported by Marion Morris to receive all communications. The motion carried.

X. Old Business

- A. Tree Planting Project
Marion Morris reported the project is complete. All invoices are paid. Margolis Nursery offered to defer their final contracted irrigation to spring 2012, if anticipated rainfall this week is sufficient to meet 2011 needs.
- B. 2011 Park Projects – This report by Keith Lockie and Greg Secord was deferred to the December meeting.

XI. New Business

- A. 2012 Park Commission Meeting Schedule
Chair Berry recommended the following meeting schedule for 2012, which is the fourth Monday of the month at 7:30 p.m. for every month except May and December. During those two months, due to holidays later in the month, the meeting will take place on the third Monday, and begin at 6:30 pm.

January 23, 2012	7:30 pm
February 27, 2012	7:30 pm
March 26, 2012	7:30 pm
April 23, 2012	7:30 pm
May 21, 2012	6:30 pm (3 rd Monday of month at 6:30 pm)
June 25, 2012	7:30 pm
July 23, 2012	7:30 pm
August 27, 2012	7:30 pm
September 24, 2012	7:30 pm
October 22, 2012	7:30 pm
November 26, 2012	7:30 pm
December 17, 2012	6:30 pm (3 rd Monday of month at 6:30 pm)

It was moved by Martha Kern-Boprie and supported by Sandi Lopez to approve the 2012 Park Commission meeting schedule as drafted. The motion carried.

B. CHNP Trail Markings

Florence Ernzen sent an email to Supervisor McFarlane suggesting that Cherry Hill Nature Preserve (CHNP) trail markings be placed on trees in the wooded areas, because fallen leaves and potentially fallen snow have and will obscure current trail markings. Chair Berry discussed this request with the CHNP Park Steward. He did not believe the need to enhance trail marking was urgent, but if someone or group wanted to undertake it, it could be helpful. A simple tree/trail marking system is sought. Park commissioners suggested attaching markers to trees with wooden pegs. Another suggestion was trail markers on wires, approximately twelve inches high. Chair Berry will discuss the suggestions with the CHNP Steward and Park Administrator.

XII. Bills for Payment

It was moved by Dan Allen and supported by Uva Wilbanks to pay the bills totaling \$13,263.15 (thirteen thousand two hundred sixtythree and fifteen cents). The motion carried.

XIII. Financial Statements

It was moved by Marion Morris and supported by Sandi Lopez to receive the October 31, 2011 Financial Statements. The motion carried.

XIV. Pleas and Petitions

There were none.

XV. Adjournment

It was moved by Uva Wilbanks and supported by Marion Morris to adjourn the meeting at 8:00 pm. The motion carried.

Submitted by:

Martha Kern-Boprie, Park Commissioner & Secretary