



PARKS & RECREATION
SUPERIOR TOWNSHIP PARK COMMISSION
 Regular Meeting – May 16, 2011
 Old Township Hall
 6:30 p.m.
ADOPTED MINUTES

1) CALL TO ORDER

The regular meeting of the Superior Township Parks and Recreation Commission was called to order at 6:30 p.m. at Old Township Hall on May 16, 2011 by the Chair, Jan Berry.

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

PRESENT: Lansing, Kern-Boprie, Berry, Morris, Lopez, Allen

ABSENT: Wilbanks

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

3) FLAG SALUTE

The flag salute was led by Berry

4) APPROVAL OF AGENDA

It was moved by Morris supported by Lopez that the agenda be approved.

5) APPROVAL OF MINUTES OF

It was moved by Lansing, supported by Morris, that the minutes of the regular meeting of April 25, 2011 be accepted as corrected. The minutes were corrected and accepted.

6) CITIZEN PARTICIPATION

NONE

7) TOWNSHIP LIAISON

Williams reported that there had been no Board meeting since our last meeting. He did say that the annual audit was being reviewed by the Board later that evening at the Board meeting. The Board meeting would also have a motion for the affidavit for Cherry Hill Nature Preserve to be recorded at the Registrar of Deeds Office by Dave Phillips. Williams also reported that the Dixboro Fair is August 6 and that there are new plantings and landscaping taking place at the new entrance to St Joe's Hospital.

8) REPORTS

A. Chairperson:

Berry reported that the Park Steward had come across a young man attempting to climb trees in Cherry Hill Nature Preserve. Copley told the man that it was not a good idea to climb trees in the

Preserve.

B. Administrator:

Administrator report attached to these minutes.

C. Board Meeting Attendees:

NONE

D. Park Steward:

NONE

E. Safety:

Secord reported that there have been no accidents in the last month. There have been cases of poison ivy among the Parks Maintenance staff. Berry asked Secord if he would need any additional wood chips because she knows a person that may be able to supply wood chips. Secord said he may be interested because his supply is running low.

Allen moved, supported by Lopez, to accept the Reports. The motion carried.

9) COMMUNICATIONS

Morris moved, supported by Kern-Boprie, to accept the Communications. The motion carried.

9) OLD BUSINESS

A. **Green Fair** – The Green Fair will be held at Fireman’s Park on June 11 from 11:30 am to 2:00 pm. Berry inquired which Commissioners will be attending the event. Secord said he will obtain more tables for the event.

B. **2011 Summer Programs/Kickball Event June 18, 2011** – The Commission decided that we should prepare for one hundred people attending the Kickball Event on June 18. There will probably be only twenty to thirty in attendance at the Kickball Event, but the Commission decided any left overs would be used at the next event. Allen will be the coordinator for the Kickball Event and any rain cancellations for the Summer Events will be decided by the coordinator for each event by 8:00 am.

C. **By-Laws** – Commissioners reviewed the proposed by-laws and Kern-Boprie motioned that we accept the ~~red~~ changes and proposed by-laws as the Parks Commission’s new by-laws. Morris seconded, and a unanimous roll call vote was taken.

10) NEW BUSINESS

A. **Community Park Parking Lot Lighting** – Berry prepared a resolution to present to the Board concerning the lighting of the parking lot at Community Park. A unanimous roll call vote was taken approving the presentation of the resolution to the Board. The resolution reads as follows: “Whereas there have been several requests for lighting the parking area at Community Park; and whereas the Superior Township Park Commission believes that lighting would improve the safety in this park; ~~it~~ be Be it resolved that the Superior Township Park Commission requests that the Superior Township Board of Trustees install lights in the parking area at Community Park.”

B. **Schroeter Park fence Bids** - Secord reported to the Commission that the bid from Allied Fence for fencing Schroeter Park is five-thousand three hundred and twenty dollars. This bid does not include removal of the old fence, just the installation of new fence. Berry encouraged the other Commissioners to drive by the Warren and Berry Roads area and evaluate the fence before our next meeting. Secord said he will attempt to get more bids

C. **Brush Attachment for Toro for Non-Motorized Trails - For** insurance purposes, there have been suggestions that we maintain and clean the non-motorized trails when appropriate. Last year the maintenance was performed by an outside company and we are considering purchasing a rotating brush attachment for one of the Toro mowers which would clean the trails. Secord said he would evaluate the

attachment's effectiveness and determine if it would damage the non-motorized trails when used. Secord also said he would get bids for the attachment.

11) BILLS FOR PAYMENT

Allen moved, supported by Kern-Boprie, to pay the bills totaling \$ 1,628.81 (one thousand six hundred twenty-eight dollars and eighty-one cents). The motion carried unanimously.

13) FINANCIAL STATEMENTS

Kern-Boprie moved, supported by Morris, to accept the April, 2011 financial statements. The motion carried unanimously.

14) PLEAS AND PETITIONS -
NONE

15) ADJOURNMENT

It was moved by Allen, supported by Kern-Boprie, that the meeting be adjourned. The motion passed unanimously. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Dan Allen, Secretary