

SUPERIOR TOWNSHIP PARK COMMISSION
Regular Meeting
September 24, 2012

Adopted Minutes

- I. Call to Order
The meeting was called to order by Chair Jan Berry at 7:30 p.m.

- II. Roll Call
Park Commissioners present: Jan Berry, Uva Wilbanks, Marion Morris, Dan Allen, Martha Kern-Boprie, Terry Lee Lansing, Sandi Lopez

Park Commissioners absent: none

Others present: Alex Williams, Township Trustee; Keith Lockie, Park Administrator; Patrick Pigott, Park Maintenance staff; David Buterbaugh, Park Maintenance staff

- III. Flag Salute
Chair Jan Berry led those assembled in the Pledge of Allegiance to the flag.

- IV. Agenda Approval
It was moved by Uva Wilbanks and supported by Sandi Lopez to approve the agenda with the addition of New Business item (B) October Park Commission meeting date. The motion carried.

- V. Prior Meeting Minutes Approval
A. August 27, 2012
It was moved by Uva Wilbanks and supported by Dan Allen to approve the minutes of 8/27/12 as drafted. The motion carried.

- VI. Citizen Participation – There was none.

- VII. Board Liaison Report
Trustee Alex Williams reported the Township Board met on 9/17/12. Hyundai has begun construction on their LDFA project. Submission deadline for the next township newsletter is 9/28/12. Park Commissioners asked if the 10/20/12 Pumpkin Carving event could be publicized in this newsletter, but apparently publication will occur after the event. Much discussion took place at the 9/17/12 board meeting about the Ypsilanti District Library (YDL) financial position and the proposed branch library in Superior Township. Alex said he could expand on this further during Park Commission discussion of this topic later on the Park Commission agenda. The Township Board passed on YCUA water and sewer rate increases to Superior Township customers. The waste hauling contract with Republic Waste Management was renewed. The new contract takes effect October 1, 2012 and provides recyclables pick-up every other week and compost pick-up every other week, on the alternate week to recyclable pick-up. This schedule will be announced in the township newsletter. The Township Board denied Dennis Wilkin a PA 116 agreement, because the land he requested the agreement for is in an Urban Service District.

- VIII. Parks Reports
A. Chairperson
Chair Jan Berry reported that Eastern Michigan University (EMU) conducted an ecology course at the Cherry Hill Nature Preserve (CHNP). Park staff are doing a lot of maintenance work in CHNP.

- B. Administrator
Keith Lockie submitted a written report. The Township Board will adopt all township 2013 budgets, including the Park Fund at their 10/15/12 meeting. Park Commissioners are asked to attend that Township Board meeting, to support our budget. The Township Board has supported our recommended budget with a small increase in funding of \$110 dedicated Retirement Health \$60 and Operating Supplies-Maintenance \$50. Keith is unable to attend the scheduled 10/22/12 Park Commission meeting. He suggested re-scheduling the meeting to 10/15/12 at 6:30 pm, so Park Commissioners can attend the Park Commission and then the Township Board meetings on the same night.
- C. Board Meeting Attendees – No changes or additions to Alex Williams’ report.
- D. Park Steward – No report.
- E. Safety – No report.

It was moved by Terry Lee Lansing and supported by Marion Morris to receive the Parks Reports. The motion carried.

IX. Communications

- A. Memo to Patrick Pigott regarding Dixboro Fair
- B. Letter to Superior Township Fire Dept regarding Summer Events Participation
- C. 2012 Budget Amendment
- D. September 19 Superior Township Employee Picnic Flyer
- E. Anticipated YDL Fund Balance Projection
- F. Purchaser’s Closing Statement for Harris Road Purchase
- G. 2012 Pumpkin Carving Flyer Extract
- H. 2013 Proposed Budget

It was moved by Uva Wilbanks and supported by Dan Allen to receive the Communications. The motion carried.

X. Old Business

- A. New Parks Building/Land Purchase
Several park commissioners voiced concern over the ability of the Ypsilanti District Library (YDL) to operate a full branch library in Superior Township, even if the construction is funded, given the financial position of YDL. According to a financial report, YDL expenses began exceeding revenue in 2011, and are projected to continue in this manner for the next four years. Several township board members also voiced concern about the financial viability of YDL at their 9/17/12 meeting. The township board requested a joint meeting of the Superior Township Board, Superior Township Park Commission and the Ypsilanti District Library Board. The chair of the YDL board agreed to this meeting, which will be scheduled after the November 6 election. The consensus of the Park Commissioners was there is no point in continuing the planning meetings with YDL trustees and staff for a joint Superior Township branch library/Park Department building until after the joint meeting of the three elected boards.
Park commissioners discussed the potential of using the present fire station at Harris and MacArthur, after a new fire station is constructed. The general conclusion was that this building is worn out.
Sandi Lopez asked how the 12 acre parcel on Harris Road can be used, now that the Park Commission owns it. Jan Berry responded that the County Park Department would provide the match funding for a grant, if a grant is secured, to construct a soccer field; but Superior Township would have to find, apply for and administer the grant. We also learned from the YDL architect that soccer fields are expensive to develop. He estimated the cost at \$400,000. The fields consume approximately 2.5 acres each, which was more land than most park commissioners expected to dedicate to this purpose. Park

Commissioners were each asked to personally visit the site on Harris Road before the October Park Commission meeting, to get ideas on use of this property. Martha Kern-Boprie agreed to inform Kay Williams, YDL trustee that the Park Commissioners are suspending the joint planning meetings until after the joint meeting of the three elected boards.

B. 2013 Proposed Budget

It was resolved by Martha Kern-Boprie and supported by Sandi Lopez to recommend the 2013 Budget to the Township Board as amended, with Revenue estimated at \$231,600 and expense of

Administration Department	\$ 68,289
Recreation Department	\$ 14,901
Park Maintenance Department	\$143,409
Park Development/Improvement	<u>\$ 5,000</u>
	\$231,600

Roll Call vote on the resolution:

Jan Berry	Yes
Uva Wilbanks	Yes
Marion Morris	Yes
Dan Allen	Yes
Martha Kern-Boprie	Yes
Terry Lee Lansing	Yes
Sandi Lopez	Yes

The resolution was adopted.

XI. New Business

A. Pumpkin Carving Event

The Pumpkin Carving Event is scheduled for October 20 in Norfolk Park. Marion Morris reported that pumpkins are scarce this fall due to poor growing conditions. She was unable to obtain donated pumpkins for this reason, and is seeking economically priced pumpkins. Patrick Pigott of park staff will also look for pumpkins. In 2011 40 pumpkins were used. We will need between 40 and 50 smaller sized pumpkins. Park Commissioners Berry, Lopez and Kern-Boprie committed to helping at the event. Martha Kern-Boprie said she will obtain the pumpkin carving and treat bag supplies. She will also obtain the cider and snacks.

B. October Park Commission meeting date

The October Township Board meeting is scheduled for 10/15/12 at 7:30 p.m. All township budgets, including the Park Fund are on the agenda for approval. It would be convenient if the Park Commission meeting were re-scheduled to 10/15/12 at 6:30 p.m, so Park Commissioners could attend both meetings.

It was moved by Martha Kern-Boprie and supported by Marion Morris to change the October Park Commission meeting date and time to 10/15/12 at 6:30 p.m. at the Old Township Hall. The motion carried.

XII. Bill for Payment

It was moved by Dan Allen and supported by Marion Morris to approve payment of the bills totaling \$2,200.47. The motion carried.

XIII. Financial Statements

A. August 31, 2012 statements

It was moved by Uva Wilbanks and supported by Terry Lee Lansing to receive the 8/31/12 financial statements. The motion carried.

XIV. Pleas and Petitions

Trustee Alex Williams reminded the Park Commissioners that the Township Clean-Up day is October 27, 2012 at EMU's Rynearson Stadium from 9:00 am to 2:00 pm. Anything may be discarded there.

XV. Adjournment

It was moved by Uva Wilbanks and supported by Dan Allen to adjourn the meeting at 8:07 p.m. The motion carried.

Submitted by,
Martha Kern-Boprie, Park Commissioner and Secretary