

SUPERIOR TOWNSHIP PARK COMMISSION  
Regular Meeting  
December 17, 2012

Adopted Minutes

- I. Call to Order  
Chair Jan Berry called the meeting to order at 6:30 pm.
  
- II. Roll Call  
Park Commissioners present: Jan Berry, Uva Wilbanks, Marion Morris, Sandi Lopez, Mirada Jenkins, Terry Lee Lansing, Martha Kern-Boprie  
  
Park Commissioners absent: none  
  
Other present: Alex Williams, Township Trustee; Keith Lockie, Park Administrator, Greg Secord, David Buterbaugh, Patrick Pigott, Ray Franzig, park staff members; Karl Williams, Kay Williams, John Copley
  
- 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 Terry Lee Lansing to approve the agenda with the addition of New Business C. CHNP Invasive Species Removal. The motion carried.
  
- V. Prior Meeting Minutes Approval  
A. November 26, 2012  
It was moved by Uva Wilbanks and supported by Mirada Jenkins to approve the minutes of 11/26/12 with corrections to VIII. Park Reports A. Chair Report and to XI. New Business C. 65 acre parcel south of Schroeter Park. The motion carried.
  
- VI. Citizen Participation –John Copley, CHNP Steward, asked if funds were available for additional cutting in CHNP.
  
- VII. Board Liaison Report  
Township Trustee Alex Williams reported the Township Board has not met since the last Park Commission meeting. The board will meet tonight at 7:30 pm.
  
- VIII. Parks Reports  
A. Chair  
Chair Jan Berry reported that Supervisor Bill McFarlane is ill with cancer. It was diagnosed early, and he is recuperating from surgery. A card will be sent to Bill from the park commissioners.  
  
B. Park Administrator  
Keith Lockie submitted a written report.
  - 1) 2013 Park Fund budget was 10/15/12, as approved by the Park Commission 10/15/12
  - 2) 2012 Financial Results – Preliminary reports indicate the Park Fund will finish 2012 better than budgeted. These excess funds will be credited to our reserves, and will be used in 2013 to purchase replacement equipment.
  - 3) Maintenance

- a. Staff is currently refurbishing two fountains for re-installation next spring. The fountains are located in Oakbrook and Harvest Moon parks.
- b. Staff is also finishing the refurbishment of the last picnic tables.
- c. Two Toro mowers went in for winterization.

C. Board Meeting Attendees – There has been no Township Board meeting since the last Park Commission meeting.

D. Park Steward – John Copley, CHNP reported there have been many visitors to CHNP this fall. He also commented that invasive species removal has been underway and successful for several years; and more of this is still needed. He will address it in more detail in the New Business item.

E. Safety – There have been no injuries or accidents.

It was moved by Uva Wilbanks and supported by Marion Morris to receive the Parks Reports. The motion carried.

IX. Communications

- A. 2013 Proposed Rental Agreement with Superior Land Preservation Society (SLPS)
- B. 2013 Township Board & Planning Commission Meeting Schedules
- C. 2013 Board Attendees Worksheet
- D. 2013 Holiday Closings Schedule
- E. Christmas Lunch Flyer
- F. 2013 Adopted Budget

It was moved by Marion Morris and supported by Sandi Lopez to receive the Communications. The motion carried.

X. Old Business

- A. New Parks Building/Land Purchase  
Chair Jan Berry reported there are no updates. The next committee meeting with Ypsilanti District Library representatives will take place in March 2013.

XI. New Business

- A. 2013 Rental Agreement with Superior Land Preservation Society (SLPS)  
It was moved by Martha Kern-Boprie and supported by Uva Wilbanks to approve use of the Old Township Hall by the SLPS on Wednesday evenings during 2013 for monthly meetings, at no charge. The motion carried.

B. 2013 Board Attendees

Park Commissioners volunteered to attend Township Board Meetings in 2013 according to the following schedule:

<u>Date</u>	<u>Day</u>	<u>Park Commissioner</u>
January 22, 2013	Tuesday*	Martha Kern-Boprie
February 19, 2013	Tuesday*	Mirada Jenkins
March 18, 2013	Monday	Jan Berry
April 15, 2013	Monday	Marion Morris
May 20, 2013	Monday**	Jan Berry
June 17, 2013	Monday	Wilbanks
July 15, 2013	Monday	Sandi Lopez
August 19, 2013	Monday	Sandi Lopez
September 16, 2013	Monday	Martha Kern-Boprie
October 21, 2013	Monday	Terry Lee Lansing

November 18, 2013      Monday      Marion Morris  
December 16, 2013      Monday\*\*      Mirada Jenkins

\*Tuesday meeting

\*\*Immediately after Park Commission meeting

C. CHNP Invasive Species Removal

John Copley, CHNP Steward, explained that this program has successfully removed many invasive species for several years. More such species still have to come out. The ground is soft, which makes the work difficult. Marion Morris commented that sometimes machinery used in this work spreads invasive seeds. John responded that he did not believe that was a risk in this situation. He estimated spending \$2,500 to \$3,000 would make a significant difference. Commissioners discussed this request, and also the possibility of constructing at least part of a CHNP boardwalk in 2013.

It was moved by Sandi Lopez and supported by Mirada Jenkins to spend up to \$2,000 on invasive species removal in CHNP during 2013. A roll call vote was taken.

J. Berry            Yes  
U. Wilbanks      Yes  
M. Jenkins        Yes  
M. Morris         Yes  
S. Lopez          Yes  
T. Lansing        Yes  
M. Kern-Boprie   Yes  
The motion carried.

XII. Bills for Payment

It was moved by Uva Wilbanks and supported by Marion Morris to pay the bills totaling \$2,339.78. The motion carried.

XIII. Financial Statements

It was moved by Uva Wilbanks and supported by Sandi Lopez to receive the 11/30/12 Financial Statements. The motion carried.

XIV. Pleas and Petitions

Chair Jan Berry thanked Greg Secord for his great work in and for the Park Department and the residents of Superior Township; and wished him well in his retirement. Other Park Commissioners also thanked Greg for his good work, his sense of humor and care for the children that participate in our recreational events. Greg responded he has enjoyed his work.

XV. Adjournment

It was moved by Uva Wilbanks and supported by Terry Lee Lansing to adjourn the meeting at 7:00 pm. The motion carried.

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