

SUPERIOR TOWNSHIP PARK COMMISSION
Regular Meeting
May 20, 2013

Adopted Minutes

- I. Call to Order
The meeting was called to order by Chair Jan Berry at 6:30 pm.
- II. Roll Call
Park Commissioners present: Jan Berry, Uva Wilbanks, Terry Lee Lansing, Mirada Jenkins, Sandi Lopez, Martha Kern-Boprie

Park Commissioners absent: Marion Morris

Others present: Alex Williams, Township Trustee; Keith Lockie, Parks Administrator, David Buterbaugh, Parks Maintenance Supervisor
- 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 Communications C. Carla Bisaro letter D. Jan Berry letter to Washtenaw County Parks and Recreation Commission. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. April 22, 2013
It was moved by Uva Wilbanks and supported by Mirada Jenkins to approve the minutes of 4/22/13 with the following amendments:
Approval of 3/25/13 Minutes – Paragraph Two, last sentence , replace the words “Chair Berry” with Keith Lockie
Old Business (A) Purchase of property adjoining Shroeter Park – add the following text at the end of the paragraph “Chair Berry commented that the Superior Township committee recommended naming this park after Ellen Weatherbee. Tom Freeman suggested that recommendation be conveyed in a letter to the NAPP.”
The motion carried.
- VI. Citizen Participation – none
- VII. Board Liaison Report
Trustee Alex Williams reported the Township Board has not met since the last Park Commission meeting. The Township Board will meet tonight at 7:30 pm.
- VIII. Parks Reports
 - A. Chairperson – the controlled burn in CHNP went well.
 - B. Administrator – Keith Lockie submitted a written report. The ATM machine at Clark & Prospect is still in operation. During the Park Commission meeting, Keith provided an update that KeyBank will remove this ATM and demolish the structure that houses it. Woodchips in all playscapes have been refreshed. Brush has been cleared and removed from all parks, Weed spraying has begun. The Community Park creek bank has been cleaned, and the main sign at this park repainted and repaired.

- C. Board Meeting Attendees – No Township Board meeting since the last Park Commission meeting.
- D. Park Steward – No report.
- E. Safety – David Buterbaugh reported there have been no accidents or injuries.

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

IX. Communications

- A. 2013 Recreation Events Flyer
- B. 2013 Easter Egg Hunt Photographs
- C. Letter from Carla Bisaro, Committee to Promote Superior Township to Superior Township Park Commission concerning “Planting in the Park” event
- D. Letter from Chair Jan Berry to Washtenaw County Parks and Recreation Commission concerning naming of county park adjacent to Schroeter Park

It was moved by Uva Wilbanks and supported by Martha Kern-Boprie to receive the Communications. The motion carried.

X. Old Business

- A. CHNP Boardwalks – Chair Jan Berry obtained plans for boardwalk construction from Tom Freeman. She will forward these plans to Park Department staff and to Trustee Alex Williams. Further discussion of the boardwalk construction was deferred to the June Park Commission meeting.
- B. GreenFair – The township GreenFair is scheduled for June 15 from 11:30 am to 2:00 pm at Fireman’s Park. Park Commissioners Jan Berry, Sandi Lopez, Mirada Jenkins and Uva Wilbanks agreed to participate. It is likely that Marion Morris will participate as well. Commissioners were asked to arrive by 11:00 am to set up the Park Booth. Used books are needed to give away at the Park Commission booth.
- C. Kite & Rocket Day – Kite & Rocket Day is scheduled for June 22 from 11:00 am to 2:00 pm at Fireman’s Park. Park Commissioners Martha Kern-Boprie, Sandi Lopez, Terry Lee Lansing, Jan Berry and Uva Wilbanks agreed to participate. Dan Allen will also be asked to help with the rockets. Park Department staff will pick up the kites.

XI. New Business

- A.

XII. Bills for Payment

It was moved by Uva Wilbanks and supported by Sandi Lopez to pay the bills totaling \$4,663.56. The motion carried.

XIII. Financial Reports

- A. April 30, 2013
It was moved by Martha Kern-Boprie and supported by Mirada Jenkins to receive the 4/30/13 Financial Statements. The motion carried.

B. December 31, 2012 Post Audit

It was moved by Martha Kern-Boprie and supported by Mirada Jenkins to receive the 12/31/12 Post Audit Financial Statements. The motion carried.

XIV. Pleas and Petitions – None

XV. Adjournment

It was moved by Uva Wilbanks and supported by Martha Kern-Boprie to adjourn the meeting at 6:57 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary