

Superior Township Park Commission  
Regular Meeting  
August 26, 2013

Adopted Minutes

- I. Call to Order  
The meeting was called to order by Chair Jan Berry at 7:30 pm.
- II. Roll Call  
Park Commissioners present: Jan Berry, Marion Morris, Sandi Lopez, Mirada Jenkins, Uva Wilbanks, Martha Kern-Boprie, Terry Lee Lansing  
  
Park Commissioners absent: none  
  
Others present: Trustee Alex Williams; David Buterbaugh, Maintenance Supervisor; Sonia Neal of Christian Love Fellowship church
- 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 Marion Morris to approve the agenda with the addition of New Business (B) Donation to Parks Department from the Superior Land Preservation Society. The motion carried.
- V. Prior Meeting Minutes Approval
  - A. August 5, 2013 Special Meeting  
It was moved by Uva Wilbanks and supported by Terry Lee Lansing to approve the minutes of the special meeting on August 3, 2013, with correction to New Business (A) Events Volunteering. The motion carried.  
  
Chair Jan Berry reminded Park Commissioners that Special Meetings should only contain action on the issue for which the special meeting was called, and not include other business such as Minutes Approval. This reminder was for future special meetings.
- VI. Citizen Participation  
Sonia Neal of Christian Love Fellowship church on Stamford in Superior Township, addressed the Park Commission about the church's plans to host a carnival in 2014. The church wishes to collaborate with the Park Commission on this carnival, possibly to secure sufficient parking spaces.
- VII. Board Liaison Report  
Township Trustee Alex Williams reported that Supervisor Bill McFarlane announced his retirement, effective 10/01/13. Someone will be appointed by the Township Board in September, to serve until November 2014. A Primary and General Election in August and November 2014 will determine who serves as Supervisor from November 2014 through November 2016. Applications for appointment to the Supervisor's office are due to the Township Clerk by 9/10/13. Potential large increases in the YCUA rates are coming. These rates are under negotiation between the Township Board and YCUA. 2014 Budgets will be reviewed at the September 16 board meeting. The revised Fire Ordinance was adopted in August. The Fire Department has applied for several grants to purchase safety equipment. The Fire Station #1 roof is leaking.  
Land that is west of LeForge and south of Geddes, currently zoned residential is considered for rezoning to Planned Manufacturing. On 9/21/13 the Dixboro Farm Market will host an Antique Fire

~~Truck~~ Car display. The annual fall clean-up day ~~will be October~~ is scheduled for 10/26/13 this year. It will take place in EMU's Rynearson Stadium parking lot.

VIII. Parks Reportsw

- A. Chairperson – Jan Berry asked all Park Commissioners to attend the Township Board meeting on 9/16/13 because the 2014 Budget will be reviewed and possibly approved. Retirement receptions for Bill McFarlane will be held 9/27/13 at 11:00 am – 12:30 pm, and Rick Church 10/25/13 12:00 – 2:00 pm. Three botany students were in CHNP on 8/25/13.
- B. Administrator – Keith Lockie submitted a written report. Terrafirma submitted an amended proposal for the Community Park pedestrian bridge replacement, costing \$13,423, that incorporated the OHM changes. Keith submitted a memo to the Township Board that outlined this project. The Township Board informed Keith on 8/13/13 that the Park Fund 2014 Budget had to be drafted by 8/19/13, for final approval on 9/16/13, and that the General Fund will provide a 1% funding increase to the Park Fund.
- C. Township Board Meeting Attendees - no additions to Trustee Williams' report.
- D. Park Steward – No report.
- E. Safety Report – No accidents or injuries.

IX. Communications

- A. Park Contact Information
- B. Memo to Township Board from Keith Lockie about Community Park Bridge Replacement
- C. Terrafirma Amended Quote
- D. Terrafirma Original Quote
- E. 2014 Proposed Park Fund Budget  
It was moved by Uva Wilbanks and supported by Marion Morris to receive the communications.  
The motion carried.

X. Old Business – None

XI. New Business

- A. 2014 Proposed Budget  
The proposed 2014 Park Fund Budget contains a 1% increase in funding from the General Fund. Cumulative Revenue is estimated at \$230,837. Expenses are budgeted at:

Administration	\$ 72,438
Recreation	\$ 12,747
Park Maintenance	\$140,651
Park Development & Improvement	<u>\$ 5,000</u>
	\$230,837

This proposed budget includes an increase in Park Commissioner stipends from \$71.50/\$81.50 per meeting to \$100/\$125 per meeting because some commissioners were seeking compensation for services they perform at Park recreation events. Extensive discussion took place among commissioners about the merit of this increase. Some park commissioners suggested larger pay increases for park staff. Consensus did not develop on any changes to these compensation issues.

It was moved by Sandi Lopez and supported by Uva Wilbanks to recommend the 2014 Park Fund Budget to the Township Board as proposed.

Approved by Superior Township Park Commission on 9/16/2013.

A roll call vote was taken.

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

The motion carried.

B. Donation to Parks from Superior Land Preservation Society

A donation in amount \$6,000 was received from the Superior Land Preservation Society, to fund necessary improvements to Schroeter Park to connect with the new, adjacent Ellen Elliot Weatherbee county natural area.

XII. Bills for Payment

It was moved by Uva Wilbanks and supported by Sandi Lopez to pay the bills for a total of \$7,246.96. The motion carried.

XIII. Financial Statements

It was moved by Uva Wilbanks and supported by Marion Morris to receive the 7/31/13 Financial Statements. The motion carried.

IVX. Pleas and Petitions - none

VX. Adjournment

It was moved by Uva Wilbanks and supported by Mirada Jenkins to adjourn at 8:28 pm. The motion carried.

Submitted by,  
Martha Kern-Boprie