

Superior Township Park Commission  
Regular Meeting  
March 17, 2014

Approved 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, Marion Morris, Sandi Lopez, Mirada Jenkins, Terry Lee Lansing, Martha Kern-Boprie  
  
Park Commissioners absent: none  
  
Other present: Trustee Alex Williams, Supervisor Ken Schwartz, Keith Lockie, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator
- 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 as drafted. The motion carried.
- V. Prior Meeting Minutes Approval
  - A. February 18, 2014  
It was moved by Uva Wilbanks and supported by Sandi Lopez to approve the minutes of 2/18/14 as drafted. The motion carried.
- VI. Citizen Participation  
Supervisor Ken Schwartz gave a general overview of township operations since January. He and Keith Lockie will attend the Ypsilanti District Library board meeting on March 27, 2014.
- VII. Board Liaison Report  
Trustee Alex Williams reported on the Township Board meeting 2/18/14. The Utility Department audit has been completed. A home invasion was reported on Frains Lake. A utility fee was waived again this year for residents of Bromley Park subdivision. The Fire Department was authorized to begin the bid process to purchase a fire truck. Discussion of the Legal Defense Fund was tabled. Assessing standards were reviewed. The personnel manual was updated.
- VIII. Park Reports
  - A. Chair Report  
Chair Jan Berry reported that the township bookkeeper is no longer at township hall.
  - B. Administrator  
Keith Lockie submitted a written report. The Utility Department audit occurred 2/10/14. Other fund audits, including Parks, will begin March 31. He has been assisting with township hall audit preparation.  
  
Maintenance staff continued clearing snow and ice from township properties. Staff worked on the 2014 Events Flyer and Park Rules. Vehicles and equipment were cleaned and prepared for spring.

- C. Board Meeting Attendees  
Sandi Lopez attended the 2/18/14 board meeting. She said Alex Williams' report covered everything.
- D. Park Steward – No report.
- E. Safety  
There have been no accidents or injuries.

It was moved by Uva Wilbanks and supported by Mirada Jenkins to receive the Parks reports. The motion carried.

- IX. Communications
  - A. Proposed Park Rules Sign
  - B. 2014 Events Flyer

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

X. Old Business

- A. Park Rules

It was moved by Martha Kern-Boprie and supported by Terry Lee Lansing to approve the proposed text for the Park Rules signs as submitted in the board packet, with white letters on a black background. The motion carried.

- B. 2014 Events

2014 recreational events are:

Easter Egg Hunt	April 12	Fireman's Park
Superior Day	June 14	Oakbrook Park
Kite & Rocket Building	June 21	Fireman's Park
Kickball	July 19	Oakbrook Park
Dixboro Fair Book Give-away	August 2	Dixboro Green
Pumpkin Carving/Arts & Crafts	October 18	Norfolk Park

Commissioners Jan Berry, Mirada Jenkins and Martha Kern-Boprie volunteered to help with the Easter Egg Hunt, which is scheduled before the next Park Commission meeting. Marion Morris is coordinating Superior Day activities.

Commissioners encouraged more promotion of the recreational events, including large signs, websites, county listings and local media.

- XI. New Business  
None

XII. Bills for Payment

It was moved by Uva Wilbanks and supported by Marion Morris to pay the bills totaling \$2,287.58. The motion carried.

XIII. Financial Statements

- A. February 28, 2014

It was moved by Uva Wilbanks and supported by Sandi Lopez to receive the 2/28/14 Financial Statements. The motion carried.

XIV. Pleas and Petitions  
None

XV. Adjournment  
It was moved by Uva Wilbanks and supported by Sandi Lopez to adjourn at 7:11 pm. The motion carried.

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