

Superior Township Park Commission
Regular Meeting
August 18, 2014

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, Marion Morris

Park Commissioner(s) absent: Martha Kern-Boprie

Others present: Trustee Alex Williams, Keith Lockie, Park Administrator; Patrick Piggott, Recreation Coordinator; David Buterbaugh, Maintenance Supervisor, Ken Schwartz, Township Supervisor

III. Flag Salute

The chair 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 as drafted. Jan Berry added under New Business the Weatherbee Preserve and the 2015 Proposed Budget. The motion carried.

V. Prior Meeting Minutes Approval

A. July 21, 2014

It was moved by Uva Wilbanks and supported by Marion Morris to approve the minutes of 07/21/14 with spelling and context corrections. The motion carried.

VI. Citizen Participation

There was none.

VII. Board Liaison Report

Trustee Alex Williams reported on the 7/21/14 Township Board meeting. He stated that Martha Kern-Boprie's written report for the meeting was good with the following additions: An architect had been in to look at designing a new bathroom for the Sheriff's Department, a house on Nottingham Dr. had been demolished and the property restored. The Township was looking into recovering, from the homeowner, the costs associated with the project. Plant at Napier and Cherry Hill is to be torn down by September 1. On October 18 the annual county-wide cleanup will be held at Rynearson Stadium from 9 to 2.

VIII. Park Reports

A. Chairperson

The chair had no report.

B. Administrator

Administrator Keith Lockie submitted a written report: Old Town Hall was painted, to be paid for by the General Fund, Harvest Moon pavilion was re-stained, trails were widened at Schroeter

Park, brush was cleared at CHNP and ball diamonds and play areas were sprayed for weeds at Oakbrook and Community Parks.

Washtenaw Cty. began clearing for their trails in the new Weatherbee Preserve.

Our book give-away at the Dixboro Fair was very successful this year – we collected over \$193 in donations.

Keith Hoeflinger's last day of work was August 7th. He was told to return next summer, if he's available.

He began work on next year's budget.

The Reach One, Teach One program ended on August 13. The program was very successful, and our help was appreciated.

The library's ice cream social was held on August 9 and had about 30 people participating. Our staff helped with the function.

C. Board Meeting Attendees

Martha Kern-Boprie attended the July 18 Township Board meeting. She submitted a written report.

D. Park Steward – No report.

E. Safety

Glen Kuehn hurt his shoulder planting a tree. He was on light duty for a couple of days, but is back at work with no restrictions.

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

IX. Communications

A. July 18 Board Report from Martha Kern-Boprie

B. Weatherbee Woods Preserve Memo from Washtenaw County Parks

C. 2015 Proposed Budget

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

X. Old Business

A. Park Improvements – Fireman's Park Pavilion

Third bid was received. Dave Buterbaugh will meet with Rick Mayernik to discuss the bids. There is a large monetary variance in the bids. Staff will bring the bids and their recommendation to the commission in September.

The pavilion will be 20x24, similar to Norfolk's.

B. CHNP Boardwalk Project II

Dave Buterbaugh discussed with Barrett how to bring materials to the site. Fireman Conklin has equipment we may decide to use. Work, per Barrett, will begin in late September-early October.

XI. New Business

A. Weatherbee Preserve

The County wants to begin their trail system in the preserve. They have flagged the trail and staff has looked it over. This will be Phase I of the project. Jan Berry asked the commissioners to consider the following items:

1. Preserve Sign – the commissioners liked the new entrance sign as proposed by the County. Dave Buterbaugh stated Entrance Alternative I is the more appropriate location for the sign. The commission agreed.
2. Trailhead Sign – Dave Buterbaugh stated he discussed the location of the signs with the County. They decided the signs should be located in both our park and in the preserve.
3. Barbed Wire – the commission decided the barbed wire fence should be removed.
4. Wayfinding Posts – discussed and approved by the commission.
5. Private Property – Tom Freeman proposes to mark where private property begins.

Marion Morris suggested Tom Freeman not attend our September meeting, but come at a later date, once the construction has begun.

Sandi Lopez wants to see what the “no horses allowed” signage will look like.

Jan Berry will discuss the commission’s comments with Tom Freeman this week. Jan Berry also stated the unified trail sign and kiosk will be discussed jointly with the County.

B. 2015 Proposed Budget

The budget handout was briefly discussed. It will be put on the September agenda for commission approval.

XII. Bills for Payment

It was moved by Uva Wilbanks and supported by Terri Lee Lansing to pay the bills totaling \$20,548.55. The motion carried.

XIII. Financial Statements

A. July 31, 2014

It was moved by Uva Wilbanks and supported by Sandi Lopez to receive the 7/31/14 Financial Statements. The motion carried.

XIV. Pleas and Petitions

There were none.

XV. Adjournment

It was moved by Uva Wilbanks and supported by Marion Morris to adjourn at 7:10 pm. The motion carried.

Submitted by,
Keith Lockie, Park Administrator