

Superior Township Park Commission
Regular Meeting
August 24, 2015

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, Mirada Jenkins, Marion Morris, Sandi Lopez, Nahid Sanii-Yahyai, Martha Kern-Boprie, Terry Lee Lansing

Park Commissioners absent: none

Others present: Trustee Alex Williams; Keith Lockie, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Aalea Skrycki; Richard Kent; Pamela McKenna; Sheri Judkins; Juan Bradford; Tom Brennan
- III. Flag Salute
Chair Berry led those assembled in the Pledge of Allegiance to the flag.
- IV. Agenda Approval
It was moved by Sandi Lopez and supported by Marion Morris to approve the agenda with the addition of Letter from David Flanagan of Oakbrook Sports, LLC. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. July 27, 2015
It was moved by Marion Morris and supported by Sandi Lopez to approve the minutes of 7/27/15 with a spelling correction to the Board Liaison Report and correction of a name in Old Business C. 1. Kickball Event. The name Patrick Pigott should be replaced with Marion Morris in the sentence that begins "Patrick Pigott suggested a craft table staffed by volunteers". The motion carried.
- VI. Citizen Participation
Applicants for the Park Administrator position attended the Park Commission meeting and introduced themselves in the following order:
Aalea Skrycki
Richard Kent
Pamela McKenna
Sheri Judkins
Juan Bradford
Patrick Pigott
- VII. Board Liaison Report
Trustee Alex Williams reported that Precincts Two and Four moved to Abundant Life Ministries Church at 855 E. Clark Road. Township officials met with Rex Lanyi on Wednesday 8/19/15 about problems at Fairfax Manor, after filing a lawsuit about these problems. Closing on sale of the MacArthur Blvd party store real estate to Superior Township was scheduled for 8/21/15. Many more building permits have been issued this summer. Repaving of the township hall parking lot should be completed this week. The updated Peddler's License Ordinance has been adopted. Work has begun on engineering studies for a new Fire Station #2 at Prospect and Geddes Roads. The township purchased two parcels from the county tax sale, which will be re-sold to Habitat for Humanity (H-H) for the same price the township paid. H-H will rehabilitate the properties, convey them to new

owners who could not otherwise afford homes, and put them back on the tax rolls. Ypsilanti Community Utilities Authority (YCUA) water and sewer rate increases were passed on to Superior Township customers. Notice was issued for the Budget Hearing on the 2016 Budgets. The hearing will take place in October. The board renewed the audit contract with Pfeffer, Hanniford and Palka. Blight complaints about a property on Warren Road will be pursued by the township's legal counsel. Road repair on MacArthur Blvd should begin in two weeks. The food cart selling fresh vegetables is successful. It operates on Thursdays at Harris and MacArthur Blvd.

VIII. Park Reports

A. Chairperson

Chair Jan Berry noted she has been on vacation and was not able to attend the Dixboro Fair or the Kickball Event. She asked how these events turned out, and Sandi Lopez reported both were successful. About 2/3 of the available books were given away at the Dixboro Fair. Many children participated in the Kickball Event.

B. Administrator

Keith Lockie submitted a written report. Six people applied for the Park Administrator position. Three are internal candidates, three are external candidates. The Township Board received preliminary 2016 budgets at their 8/17/15 meeting. Park funding reflected a 3% increase. Andrew Schwartz worked as a seasonal employee this summer. David Buterbaugh was very satisfied with his work.

Maintenance Projects:

Revamping the flowerbed at Harvest Moon Park continues.

Paths are being trimmed in Cherry Hill Nature Preserve.

Uva Wilbanks memorial bench has arrived and been assembled. It will be installed in a few weeks.

C. Board Meeting Attendees

Mirada Jenkins attended the 8/17/15 Township Board meeting. She also noted the food cart on Thursdays is successful. It sells only vegetables, no fruit, and often sells out its daily inventory.

D. Park Steward – no report

E. Safety

There were no accidents or injuries in the past month.

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

IX. Communications

A. Memo from Chair Jan Berry regarding Administrator Applicant Interview Schedule

B. Administrator Applicant Information

C. 2016 Park Budget presented to the Township Board on 8/17/15

D. David Flanagan of Oakbrook Sports, LLC

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

X. Old Business

A. Park Administrator Job Opening

Interviews will be conducted by a committee of the Park Commission composed of Chair Jan Berry, Vice-Chair Mirada Jenkins and Secretary Martha Kern-Boprie on Tuesday and Wednesday, from 4:00 – 7:00 pm each day. On Tuesday Pamela McKenna, Juan Bradford and Sheri Judkins

will be interviewed. On Wednesday Aalea Skrycki, Patrick Pigott and Richard Kent will be interviewed. The committee will present their comments and recommendations to the full Park Commission at a special meeting on Monday, August 31, which is one week from today. The Park Commission will deliberate and vote to recommend a candidate to the Township Board. The Township Board will make the hiring decision at their meeting on September 21.

B. Recreation Programs

The Park Commission has been encouraged by the Township Board to provide more recreation programming. Commissioners were asked for ideas both for 2016 programming and for inclusion in the next five year plan. The following ideas were discussed:

Soccer

Walking Programs

Woodworking

Golf

Tennis

XI. New Business

A. 2016 Budget

The draft 2016 Park Budget is based on a 3% increase in township funding. It does not contain budget for a pavilion in Fireman's Park, but that could be added later if the Park Commission chooses to. Fringe benefit expense is lower because Keith Lockie will retire in early 2016, and health insurance is only provided to full time employees. The administrator position is part-time. Extensive discussion took place about potential facility improvement projects in 2016, aside from the pavilion. Park Commissioners requested budget estimates for:

Boardwalks in Cherry Hill Nature Preserve

Fencing near Schroeter Park and Ellen Elliot Weatherbee Preserve

North Prospect Park parking

XII. Bills for Payment

It was moved by Mirada Jenkins and supported by Marion Morris to approve payment of the bills totaling \$20,037.70. The motion carried.

XIII. Financial Statements

A. July 31, 2015

It was moved by Martha Kern-Boprie and supported by Marion Morris to receive the July 31, 2015 financial statements. The motion carried.

XIV. Pleas and Petitions – none

XV. Adjournment

It was moved by Mirada Jenkins and supported by Martha Kern-Boprie to adjourn at 7:30 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary