

Superior Township Park Commission
Regular Meeting
September 28, 2015

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

Park Commissioners absent: none

Others present: Trustee Alex Williams, Keith Lockie, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Juan Bradford, Tom Brennan, John Copley
- III. Flag Salute
Chair Jan Berry led those assembled in the Pledge of Allegiance to the Flag.
- IV. Approval of the Agenda
It was moved by Marion Morris and supported by Terry Lee Lansing to approve the agenda with the addition of New Business B. Pumpkin Carving Event and Communications E. Mark Barrett Building Company; bid to construct boardwalks F. Martha Kern-Boprie: board attendee report. ~~The motion carried. The motion carried.~~
- V. Prior Meeting Minutes Approval
 - A. August 31, 2015
It was moved by Marion Morris and supported by Terry Lee Lansing to approve the minutes of 8/31/15 as drafted. The motion carried.
 - B. August 24, 2015
It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to approve the minutes of 8/24/15 with deletion of the word "License" from the Board Liaison Report, sentence that presently reads "The updated Peddler's License has been adopted." The word "ordinance" will be inserted in place of "License". In Old Business A. Park Administrator Job Opening, correct the spelling of Richard Kent's last name in the third sentence. Presently his last name is incorrectly spelled "Ken". The motion carried.
- VI. Citizen Participation
Tom Brennan introduced himself to the Park Commission. He is a resident of the Oakbrook Subdivision and a member of the Planning Commission.
- VII. Board Liaison Report
Trustee Alex Williams noted that the report Martha Kern-Boprie prepared on the 9/21/15 Township Board meeting was thorough. He clarified a few items. Road work: 3,600 tons of limestone gravel and additional dust control will be applied to gravel roads. Superior Stables: a consent agreement with the Township Board already exists. The Planning Commission finds the request from Superior Stables meets the standards for preliminary site plan approval. The Township Board will decide in November whether the request is consistent with the consent judgement.

VIII. Park Reports

A. Chairperson

Chair Jan Berry reported that the Township Board received Juan Bradford well, and looks forward to working with him. Ellen Kurath has an update on native plantings.

B. Administrator

Keith Lockie submitted a written report. Juan Bradford will begin working for Superior Township on October 6. A computer and smartphone have been ordered for Juan. Keith is presenting the 2016 Park Fund budget to the Township Board at its 10/19/15 meeting.

Maintenance work: Uva Wilbanks memorial bench has been installed in Harvest Moon Park.

Invasive pods were removed and burned in Harvest Moon Park. Approximately 75% of phragmites have been cut and burned in Harvest Moon Park. Contracted with a private firm to remove trees from Norfolk Park.

C. Board Meeting Attendees

Martha Kern-Boprie attended the Township Board meeting on 9/21/15 and submitted a written report. Ann Arbor Area Transportation Authority (AAATA) gave a presentation on additional service that will begin in October. Later in the meeting the board voted to approve this added service. The Twp Supervisor reported that the township closed on purchase of the Party Store real estate on MacArthur Blvd. Bids have been requested to demolish the structure. Approved a grant from the Federal Emergency Management Authority (FEMA) to the Fire Dept to pay for equipment to protect fire fighters in collapsing buildings. The grant covers multiple jurisdictions and Superior Twp will serve as fiduciary for the entire grant. Approved concrete repair in front of Fire Station #1. The new fire truck is still under construction and should be delivered in early October. Approved \$2,000 in sponsorship for the Washtenaw County Clean Up Day on Oct 17 in the Eastern Michigan University (EMU) Rynearson Stadium parking lot, from 9:00 am to 2:00 pm. Supv Schwartz asked the township board to authorize the Administrative Staff of Supervisor, Clerk and Treasurer to award the bid for demolition of the party store as soon as the bids are received on October 9. He seeks to complete the demolition and plant grass seed in time for the seed to germinate before the weather gets too cold. The board voted to authorize this. Juan Bradford was hired as Park Administrator.

D. Park Steward

John Copley, steward of Cherry Hill Nature Preserve (CHNP) gave a detailed presentation on extension of boardwalks in CHNP. Plans for 2015 are to construct another 230 feet of boardwalk, which will extend to the west from the current boardwalk. In addition to constructing this boardwalk, benches will be moved on the lookout deck, a rail installed behind the benches, remove the ramp leading to the wetland path and place the 2 x 8 curb there. Remove decking on the bridge, add framing to create 6 foot wide surface and add a 2 x 8 curb. Mark Barrett Building Company submitted a bid to complete this project for \$10,500.

E. Safety Report

There were no accidents or injuries in the past month.

It was moved by Marion Morris and supported by Terry Lee Lansing to receive the Park Reports. The motion carried.

IX. Communications

- A. Memo from Chair Berry to Twp Board regarding Juan Bradford
- B. Board Resolution #2015-35 regarding Juan Bradford
- C. Five Letters from Chair Berry to Park Administrator applicants
- D. 2016 Proposed Park Fund Budget
- E. Mark Barrett Building Company bid for CHNP boardwalks

It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to receive the communications. The motion carried.

X. Old Business

A. Fireman’s Park Pavilion

Township officials are objecting to installation of a Pavilion in Fireman’s Park due to security concerns. Fire Department and Sheriff personnel also consider such a pavilion an “attractive nuisance”. Park commissioners agreed to continue discussion on this park improvement.

B. 2016 Budget

It was moved by Terry Lee Lansing and supported by Marion Morris to recommend approval of the Park Fund 2016 Budget to the Township Board in the following amounts by Activity:

Revenue	\$271,069.00
Recreation	\$ 12,586.00
Park Administration	\$ 51,490.00
Park Maintenance	\$146,457.00
Park Dev/Imp	<u>\$ 40,500.00</u>
	\$271,069.00

A roll call vote was taken on the motion.

	<u>Yes</u>	<u>No</u>
Jan Berry	X	
Mirada Jenkins	X	
Marion Morris	X	
Sandi Lopez	X	
Nahid Sanii-Yahyai	X	
Terry Lee Lansing	X	
Martha Kern-Boprie	X	

The motion carried.

XI. New Business

A. CHNP Boardwalk Extension

It was moved by Sandi Lopez and supported by Mirada Jenkins to approve the extensions to boardwalks in CHNP detailed in the bid from Mark Barrett Building Company, and award that bid to Mark Barrett Building Company for an amount not to exceed \$10,500.00

A roll call vote was taken on the motion.

	<u>Yes</u>	<u>No</u>
Jan Berry	X	
Mirada Jenkins	X	
Sandi Lopez	X	
Marion Morris	X	
Nahid Sanii-Yahyai	X	
Terry Lee Lansing	X	
Martha Kern-Boprie	X	

The motion carried.

B. Pumpkin Carving Event

The Pumpkin Carving Event is scheduled for October 17 from 11:00 am to 2:00 pm in Norfolk Park. The rain day is October 24. Park Commissioners who volunteered to help include: Jan Berry, Sanii-Yahyai, Sandi Lopez and Martha Kern-Boprie. Martha and Jan will bring baked goods.

Martha will also bring cider. Patrick Pigott said we have enough cutting tools, but need more treat bags, scoopers and stencils.

XII. Bills for Payment

It was moved by Sandi Lopez and supported by Mirada Jenkins to approve payment of the bills totaling \$20,276.44. The motion carried.

XIII. Financial Statements

It was moved by Sandi Lopez and supported by Marion Morris to receive the August 2015 Financial Statements. The motion carried.

XIV. Pleas and Petitions

Sandi Lopez was contacted by a neighbor of Schroeter Park, who complained about rowdy night time behavior in the park. Park Commissioners encouraged Sandi to ask the resident to contact the Sheriff Office immediately when this behavior occurs.

Dave Buterbaugh informed park commissioners of damage in Schroeter Park. Barrier posts were removed and graffiti applied. Staff will install temporary chain barriers.

Trustee Alex Williams noted the party store on MacArthur Blvd has been purchased and will be demolished. He suggested collaborating with community garden programs to install gardens on this land. Alex also informed the commission that brown marmorated stink bugs have been found in Superior Township. He reminded the commission of the county clean-up day on October 17 in EMU's Rynearson Stadium parking lot.

XV. Adjournment

It was moved by Mirada Jenkins and supported by Terry Lee Lansing to adjourn at 7:20 pm. The motion carried.

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