

Superior Charter Township Park Commission  
Regular Meeting  
September 26, 2016

Approved Minutes

- I. Call to Order  
Chair Marion Morris called the meeting to order at 6:36 pm.
- II. Roll Call  
Park Commissioners present: Marion Morris, Mirada Jenkins, Paula Jefferson, Nahid Sanii-Yahyai, Sandi Lopez, Terry Lee Lansing, Martha Kern-Boprie  
  
Park Commissioners absent: none  
  
Others present: Trustee Alex Williams; Juan Bradford, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Amy Sarafian, Samantha Winston-Brown, Chaelee Farquharson, Donnalee Farquharson
- III. Flag Salute  
Chair Marion Morris led those assembled in the pledge of allegiance to the flag.
- IV. Agenda Approval  
It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to approve the agenda as drafted. The motion carried.
- V. Prior Meeting Minutes Approval
  - A. August 22, 2016  
It was moved by Terry Lee Lansing and supported by Sandi Lopez to approve the minutes of 8/22/16 as drafted. The motion carried.
- VI. Citizen Participation  
Amy Sarafian, Superior Township resident and leader of Girl Scout Troop 40589 addressed the Park Commission about a project this girl scout troop is working on. With Ms. Sarafian were girl scouts Samantha Winston-Brown and Chaelee Farquharson, as well as Donna Farquharson who is co-leader with Ms. Sarafian. Girl Scout Troop 40589 is working on the silver award by establishing habitats for monarch butterflies. They planted a butterfly garden in Pittsfield Township, and have enough plants remaining to plant another garden approximately 16 feet in diameter. The scouts asked if there was a place in one of Superior Township's parks where they could plant a butterfly garden. If Superior Township could prepare a site that is 16 feet in diameter with top soil and mulch, the girl scouts of Troop 40589 will plant the garden, weed and water it for a year. After a year the garden should be sufficiently established to grown without special watering. Park Commissioners expressed support for a butterfly garden, and suggested locating it in Oakbrook Park near the two flower beds. David Buterbaugh said he could have a site 16 feet in diameter prepared with top soil and mulch by Saturday, October 8. Troop 40589 will plant the butterfly garden on October 8.
- VII. Reports
  - A. Chairperson  
Chair Marion Morris reported the tree in memory of Jan Berry has been purchased. It will be planted soon on Township Hall grounds. Chair Morris works regularly with Juan Bradford on the Five Year Plan. Their goal is to have the plan reviewed, edited and approved by December 2016. Marion also worked on the 2017 proposed budget.

B. Administrator

Juan Bradford submitted a written report. The additional split-rail fence at Fireman's Park and the new fence in Harvest Moon Park have been completed. Engineered Wood Fiber has been installed under play structures in Oakbrook Park, Harvest Moon Park and Community Park. New park signs have been delivered for Oakbrook Park, Harvest Moon Park, Community Park and Norfolk Park. These signs will be installed this fall. Park benches and grills have been ordered for Oakbrook Park, Community Park and Fireman's Park. Juan submitted a letter of support for a grant application by the Stewardship Network for a grant from the State of Michigan to combat invasive species. The state should make funding decisions by the end of 2016 on this grant. The Park Commissioner scheduled to attend the 10/17/16 Township Board meeting is Martha Kern-Boprie.

C. Board Liaison

Trustee Alex Williams reported on the 9/19/16 Township Board meeting. Lisa Hoenig, Executive Director of the Ypsilanti District Library (YDL) addressed the board about services and facilities available at the library and plans for the future. Fairfax Manor is closing on 10/03/16. The Washtenaw County Water Resources Commissioner Evan Pratt is considering installing rain gardens along MacArthur Boulevard. A resolution to recognize challenges presented by the invasive species phragmites was adopted. A resolution to replace carpet in the Sheriff Department space at township hall was adopted. Authorized the Building Department to hire a clerical staff member. Deborah Koen is retiring. The AT & T franchise agreement was approved. The public hearing on the proposed 2017 budget is scheduled for 10/17/16. On 9/22/16 Trustee Williams and Clerk Phillips met with the website contractor. The website draft should be ready in three or four weeks. Alex presented draft pages of the website to park commissioners. He emphasized that now is the time to contact the core committee about things we wish to post on the website. Park Commissioners should contact Juan Bradford with ideas, and he will convey them to the core committee. This website committee is seeking maps from the Park Department.

D. Board Meeting Attendee

Marion Morris attended the 9/19/16 Township Board meeting. She confirmed that Water Resources Commissioner Evan Pratt is planning to install rain gardens along MacArthur Boulevard. The real estate at the northwest corner of Prospect and Clark Roads is owned by the CVS corporation. CVS will begin maintaining this property. Ypsilanti District Library (YDL) offers "Learning Never Gets Old" and other classes. At the Superior Township branch storytime for small children and afterschool programs for older children are offered. The Navigator (bookmobile) is a rolling mini library with computers among many resources.

E. Park Stewards

David Buterbaugh reported that staff have been busy with mowing, as well as installing all the new park signs. A few trees have fallen and require removal.

F. Safety

David Buterbaugh reported that poison ivy is everywhere. No accidents or injuries have occurred in the past month.

VIII. Communications

A. Educational Information: The Power of Parks

B. Letter from Ellen Kurath RE: CHNP

It was moved by Terry Lee Lansing and supported by Mirada Jenkins to receive the communications. The motion carried.

IX. Old Business

- X. New Business
  - A. Memorial Tree and plaque for Jan Berry. The tree and plaque will be installed in the next month, and the Park Commission will gather to commemorate Jan after it is in place.
  - B. “Young Lungs at Play” signs  
Park Commissioners discussed the pros and cons of installing signs prohibiting smoking in township parks. The consensus was to not install no-smoking signs in township parks.
  - C. Park Usage Request  
A request to use Oakbrook Park for an event on 9/24/16 was received and approved.
  - D. Norfolk Park Swingset Bids  
It was moved by Martha Kern-Boprie and supported by Sandi Lopez to authorized purchase of swingsets for Norfolk Park from Playworld MidStates per the terms of their quote #85174 for an amount not to exceed \$9,156.00. The motion carried.
  - E. Mission Statement  
Commissioner Nahid Sanii-Yahyai drafted a new Mission Statement for the Park Commission. It was moved by Martha Kern-Boprie and supported by Mirada Jenkins to adopt the following Mission Statement prepared by Commissioner Sanii-Yahyai:  
“We at the Parks and Recreation Commission in Superior Township are committed to enrich the quality of life of our residents and future generations by providing the highest standard of excellence in public service. Preserving, improving and protecting our parks and valuable natural resources/green spaces achieves this goal. We also strive to create safe and enjoyable recreational opportunities and programs that promote a strong sense of community, increase social interaction, and improve the physical and mental wellbeing of our residents.” The motion carried.
  - F. 2017 Park Development/Improvement Ideas  
Chair Morris informed park commissioners that she has to present the proposed park fund budget to the township board with a list of spending priorities. Significant items include:  
New van  
Make at least one township park ADA accessible – installing a sidewalk in Oakbrook Park so a wheelchair could access the interior of the park along with a paved area near playground equipment  
Replace playground equipment in Community Park.  
  
The cost of these improvements to Oakbrook and Community Parks will cost approximately \$50,000. A pay increase of 3.5% is planned for park commissioners.  
  
Park Commissioners are encouraged to email budget questions and comments to Juan Bradford in the next week, so responses can be prepared before the 10/17/16 Township Board meeting.
- XI. Bills for Payment  
It was moved by Mirada Jenkins and supported by Nahid Sanii-Yahyai to approve payment of the bills totaling \$35,393.22. The motion carried.
- XII. Financial Statements  
It was moved by Martha Kern-Boprie and supported by Marion Morris to receive the August 2016 financial statements. The motion carried.
- XIII. Pleas and Petitions

Approved on 10/24/2016 by Superior Charter Township Park Commission.

Trustee Alex Williams informed the Park Commission that Washtenaw County will hold a clean-up day on October 15 in the parking lot of EMU Rynearson Stadium on Hewitt Road near Huron River Drive from 9:00 am to 2:00 pm. Residents can dispose of trash, tires, building materials, computers, appliances, medical sharps.

There will also be another such clean-up day on October 1 9:00 am – 2:00 pm at the Saline Public Works yard.

Trustee Williams also noted that the Park Commission did not add to its fund balance until after 2009. For many years it had to draw upon fund balance just to operate.

XIV. Adjournment  
Chair Morris adjourned the meeting at 8:05 pm.

Submitted by:  
Martha Kern-Boprie  
Park Commissioner and Secretary