

Superior Charter Township Park Commission  
Regular Meeting  
November 28, 2016

Adopted Minutes

- I. Call to Order  
The meeting was called to order by Chair Marion Morris at 6:30 pm.
- II. Roll Call  
Park Commissioners present: Marion Morris, Sandi Lopez, Nahid Sanii-Yahyai, Bernedia Word, Terry Lee Lansing, Paula Jefferson, Martha Kern-Boprie  
  
Park Commissioners absent: none  
  
Others present: Trustee Alex Williams, Juan Bradford, Parks Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator
- III. Flag Salute  
Chair Marion Morris led those assembled in the pledge of allegiance to the flag.
- IV. Agenda Approval  
It was moved by Nahid Sanii-Yahyai and supported by Sandi Lopez to approve the agenda as drafted. The motion carried.
- V. Prior Meeting Minutes Approval
  - A. October 24, 2016  
It was moved by Nahid Sanii-Yahyai and supported by Terry Lee Lansing to approve the minutes of 10/24/16 with spelling correction in Section VII. Reports: Administrator's Report. The acronym "MPARC" should be spelled "mParks". The motion carried.
- VI. Citizen Participation – none
- VII. Reports
  - A. Chairperson  
Chair Marion Morris had no formal report.
  - B. Administrator  
Juan Bradford submitted a written report.
  - C. Board Liaison  
Trustee Alex Williams reported that a petition has been filed to request Zoning Board of Appeals (ZBA) review of the authority of the Township to act on the Redwood zoning request. The Lombardo Company has started work on Prospect Point 3, and is changing the name of this development to Prospect Pointe West. Mr. Burley's well-being is being tracked by Washtenaw County staff and conservators. An update was provided on the SAW grant. Grant expenses were filed with Michigan Department of Environmental Quality (MDEQ). The final report on this grant is due in spring 2017. This report will provide a 10 to 20 year projection of infrastructure needs in the township Utilities Department (water and sewer utilities). Trees were planted in the Dixboro Green. The trees were paid for by CTAP, a county agency promoting tourism in Washtenaw County. Sutton Ridge is undergoing Planning Commission review. A position on the Planning Commission will probably become available, as Lynette Findlay has become the township board rep now that she is Township Clerk, vacating her resident position. Danbury Park

Manor has been sold to new owners. Improvements in this community are coming, including financial support for 52% of a sheriff deputy position. Robert Blanton of the Utility Department staff submitted a letter of commendation for one of his colleagues in the Utility Department. Installation of the new township website has been delayed. Salaries for non-union staff and elected officials were established. Fee totals in the zoning ordinance were corrected. Nahid Sanii-Yahyai was appointed to the Park Commission. A grant from the Federal Emergency Management Agency (FEMA) for a new fire truck was accepted. An ordinance related to Danbury Park Manor was approved on first reading. The Utility Department pump station on Geddes Road will be demolished because it is no longer needed, and is the target of frequent graffiti. Roof repair for the Utility Department maintenance building was approved.

D. Board Meeting Attendee  
Park Commissioners Nahid Sanii-Yahyai and Sandi Lopez attended the November township board meeting, and noted that County Commissioner-elect Michelle Deatrack also attended the meeting, and introduced herself to all present.

E. Park Stewards  
Marion Morris spoke with John Copley about funding for Cherry Hill Nature Preserve (CHNP) boardwalks in 2017. Presently there is not funding designated for this purpose. However, Marion thinks approximately \$5,000 could be "carved out" for this purpose. Around \$30,000 is needed to complete the boardwalks. The Superior Township Land Preservation Society may donate \$5,000 toward the boardwalks. The two increments of \$5,000 could cover a third of the remaining boardwalk construction.

CHNP also needs some type of steps on a steep slope to protect hikers. Possibly railroad ties could be used to construct these steps.

Dan Moehrman has a friend with a herd of goats. Goats can be used to eat weeds and other undergrowth. The goats are not sensitive to poison ivy. This herd of goats can be rented for a nominal cost to clear undergrowth. Electric fencing is set up to keep the goats from leaving the park. This may work well in our parks, and protect our staff from poison ivy exposure. Juan Bradford will investigate.

F. Safety  
There were no accidents or injuries in the past month.

It was moved by Sandi Lopez and supported by Terry Lee Lansing to receive the reports. The motion carried.

VIII. Communications

- A. Educational Info: Building Healthy Communities SOPARC Final Report
- B. Parks Commissioners Contact List
- C. 2017 Parks Commission Meeting Schedule
- D. Parks & Recreation Survey
- E. Christmas Tree Lighting program

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

IX. Old Business

- A. Christmas Tree Lighting Duties

The Christmas Tree Lighting event is scheduled for Saturday, December 3 at 6:00 pm. The following commissioners volunteered to help with this event:

Marion Morris	Surveys/Questionnaires
Paula Jefferson & Terry Lee Lansing	Free Books
Nahid Sanii-Yahyai	Line up Children for Santa

Martha Kern-Boprie & Bernedia Word      Cookies & Cocoa

Oranges and small bags of nuts will be distributed to children. Volunteers should arrive at Old Township Hall by 5:30 pm.

- B. Five Year Parks & Recreation Plan  
The draft Five Year Parks & Recreation Plan covering 2017 – 2021 is ready for Park Commissioner’s review. Copies were distributed to the commissioners. Commissioners were asked to send any comments to Juan Bradford by Friday, December 9.

X. New Business

A. Election of Park Commission Officers

Sandi Lopez nominated Marion Morris for Chairperson. Martha Kern-Boprie supported the nomination. Marion was elected by unanimous vote of the commission.

Sandi Lopez nominated Martha Kern-Boprie for Secretary. Terry Lee Lansing supported the nomination. Martha was elected by unanimous vote of the commission.

Martha Kern-Boprie nominated Nahid Sanii-Yahyai for Vice-Chairperson. Sandi Lopez supported the nomination. Nahid declined the nomination.

Nahid Sanii-Yahyai nominated Sandi Lopez for Vice-Chairperson. Terry Lee Lansing supported the nomination. Sandi was elected by unanimous vote of the commission.

B. 2017 Township Board Meeting Attendees

The following park commissioners volunteered to attend Township Board Meetings in 2017 on behalf of the Park Commission.

<u>Meeting Date</u>	<u>Park Commissioner</u>
1/17/2017 Tuesday	Martha Kern-Boprie
2/22/2017 Tuesday	Marion Morris
3/20/2017 Monday	Sandi Lopez
4/17/2017 Monday	Terry Lee Lansing
5/15/2017 Monday	Nahid Sanii-Yahyai
6/19/2017 Monday	Bernedia Word
7/17/2017 Monday	Paula Jefferson
8/21/2017 Monday	Sandi Lopez
9/18/2017 Monday	Marion Morris
10/16/2017 Monday	Martha Kern-Boprie
11/20/2017 Monday	Terry Lee Lansing
12/18/2017 Monday	Nahid Sanii-Yahyai

Chair Morris reminded commissioners that if they cannot fulfill their commitment to attend a meeting, they should let other commissioners know and if possible, find a replacement.

XI. Bills for Payment

It was moved by Martha Kern-Boprie and supported by Paula Jefferson to approve payment of the bills totaling \$31,954.19. The motion carried.

XII. Financial Statements

A. October 2016

It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to receive the October 2016 Financial Statements. The motion carried.

Approved by Superior Charter Township Park Commission on 12/19/2016.

XIII. Pleas and Petitions

Juan Bradford informed park commissioners that mParks will mail final Building Healthy Communities (BHC) grant expense reimbursement checks this week.

XIV. Adjournment

It was moved by Sandi Lopez and supported by Terry Lee Lansing to adjourn at 7:33 pm. The motion carried.

Submitted by  
Martha Kern-Boprie  
Park Commissioner and Secretary