

Superior Charter Township Park Commission
Regular Meeting
February 27, 2017

Adopted Minutes

- I. Call to Order
The meeting was called to order by Chair Marion Morris at 6:34 pm.
- II. Roll Call
Park Commissioners present: Marion Morris, Sandi Lopez, Bernedia Word, Paula Jefferson, Nahid Sanii-Yahyai, Terry Lee Lansing, Martha Kern-Boprie
Park Commissioners absent: none
Others present: Juan Bradford, Park Administrator; Patrick Pigott, Recreation Coordinator; Trustee Alex Williams, Rick Collman
- III. Flag Salute
Chair 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 with the addition of New Business C. Bird Watching Class. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. January 23, 2017
It was moved by Nahid Sanii-Yahyai and supported by Terry Lee Lansing to approve the minutes of 1/23/2017 with the following corrections:
Agenda Approval. In the sentence that presently reads "...David Buterbaughoff..." insert a space between the words "Buterbaugh" and "off".
Financial Statements B. Christmas Tree Lighting Expense Report In the sentence that presently reads "Sandi Lopez noted shelike the format..." add the letter "d" to the word "like".
Adjournment Correct the time of adjournment to "7:27 p.m."
The motion carried and the minutes were approved with corrections.
- VI. Citizen Participation
Rick Collman was introduced to Park Commissioners. He is a township resident and volunteers to serve as a Park Steward. He has much experience using parks, and has the time available to serve in this capacity. His family has significant knowledge about plants, and the presence of invasive species. Commissioners welcomed his offer to serve as Park Steward and discussed the role of steward with Rick.
- VII. Reports
 - A. Chair
Chair Morris reported that Carla Bisaro of the Committee to Promote Superior Township contacted her. This committee would like to assist with the Christmas Tree Lighting event in December, and in particular would like to provide an ice carver at the event. Marion encouraged Carla to obtain cost information associated with this feature.
 - B. Administrator
Juan Bradford provided a written report. He added that the Michigan Department of Natural Resources (MDNR) gave final approval to our Five Year Plan last week. This is the last approval needed, and lets Superior Township apply for state grants. Juan also

reported that he has continued to meet with Washtenaw County Parks & Recreation staff about collaboratively conducting the "Come Out and Play" (COAP) program this summer. Christian Love Fellowship church (CLF) located on Stamford Blvd would also like to collaborate in this program. At this point it appears likely the county will fund the program, the township will supervise staff, and programs will be offered both at Community Park on Stamford and in CLF buildings. This will allow a longer program day, and permit programming when it rains.

C. Board Liaison

Trustee Alex Williams reported that The Supervisor's Report contained the following: Gale Road will be worked upon. Township Administrative Staff met with County Parks staff about Staebler Farm Park plans. There is a possibility of Folk Art classes conducted on this site. Prospect Pointe West subdivision reduced the number of lots from 181 to 151. This will result in larger houses on larger lots. Fairfax Manor update: a great deal of debt is attached to this property and business. Federal Housing Urban Development (HUD) agency will auction off the debt. Buyer of the debt will get the facility. The non-motorized trail running along the south side of Geddes Road may connect to Berkshire across the Fairfax Manor frontage on Prospect Road. The annual meeting with the Road Commission will take place later this spring. Anticipated projects include Vorhies Road north of M14 freeway and Panama Street. Discussion is taking place about the merits of borrowing via bonds to complete more road work all in one season. Ellen Kurath submitted a letter asking to have Asian Bittersweet added to the Invasive Species List. A new Planning Commissioner was appointed, and her name is Nahid Sanii-Yahyai. Mary Burton was hired in the Utility Department as a billing clerk. The Township Clerk's office will overhaul the township personnel manual. Members of the Local Development Financing Authority (LDFA) were re-appointed. Bromley Park subdivision requested their annual waiver of a utility fee. Pending development in Redwood may eliminate future need for this waiver. Replacement of the utility valve on Stamford Blvd was approved. Trees along Panama Street were trimmed and removed.

D. Board Meeting Attendee – Bernedia Word

Bernedia said she attended the meeting, and had nothing to add to Trustee Williams' report.

E. Park Steward – no report

F. Safety

There were no accidents or injuries in the past month.

VIII. Communications

- A. Educational Info: National Recreation & Parks Association 2016 Field Report
- B. Park Steward Request
- C. 2017 Special Events Flyer Draft
- D. Michigan Invasive Species Grant Program Letter

It was moved by Nahid Sanii-Yahyai and supported by Martha Kern-Boprie to receive the communications. The motion carried.

IX. Old Business – none

X. New Business

- A. Park Use Agreement with Oakbrook Sports, LLC

It was moved by Sandi Lopez and supported by Marion Morris to approve the use agreement with Oakbrook Sports, LLC for use of Oakbrook Park from May 17 through August 9, 2017. The motion carried.

- B. 2017 Park Improvement/Development Budget: Passenger Van
Juan Bradford informed commissioners he can probably acquire a used passenger van with around 30,000 miles on it for approximately \$23,000. Park Commissioners agreed with the used vehicle concept. The vehicle will be needed by June for 2017 Park maintenance and programming. It was moved by Martha Kern-Boprie and supported by Marion Morris to authorize the park Administrator to purchase a van for the Park Department for an amount not to exceed \$25,000.00, contingent upon approval by the Park Commission chair and vice-chair. A roll call vote was taken on the motion.

Morris	Yes
Lopez	Yes
Word	Yes
Lansing	Yes
Jefferson	Yes
Sanii-Yahyai	Yes
Kern-Boprie	Yes

The motion carried.

- C. Bird Watching Class
Sandi Lopez informed the Park Commission that Jack Smiley proposed offering a class in bird watching taught by an Audubon Society expert. The class would probably begin with class room instruction followed by outdoor observation. The class would be geared to students of all ages. Park Commissioners supported this concept, and will work with the Township Clerk's office to announce the class in the township newsletter.

- XI. Bills for Payment
The list of Bills for Payment was presented in both BSA and QuickBooks formats. Different amounts were included in the two lists. It was moved by Terry Lee Lansing and supported by Paula Jefferson to approve payment of the bills totaling \$9,530.25. The motion carried.
- XII. Financial Statements
It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to receive the January 2017 Financial Statements. The motion carried.
- XIII. Pleas and Petitions
Marion Morris noted that we need something new in the Parks Tent at various events to advertise our parks and programs. She suggested a large standing easel or sandwich board sign. Perhaps larger signs at road intersections would also be helpful.
- XIV. Adjournment
It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to adjourn at 7:40 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary