

Superior Township Park Commission
Regular Meeting
May 26, 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, Marion Morris, Mirada Jenkins, Terry Lee Lansing, Sandi Lopez, Nahid Sanii-Yahyai, Martha Kern-Boprie

Park Commissioners absent: none

Others present: Trustee Alex Williams; Supervisor Ken Schwartz; Keith Lockie, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Tom Brennan
- III. Flag Salute
Chair Jan 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 as drafted. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. April 27, 2015
It was moved by Marion Morris and supported by Mirada Jenkins to approve the minutes of 4/27/2015 with the following corrections: Board Liaison Report In the sentence "Townships maybe able to regulate pipelines" insert a space between 'may' and 'be' so that it reads "Townships may be able to regulate pipelines". Park Reports - Chairperson Report In the first sentence, strike the words "Citizens for Oil Free Backyards" and replace them with "Park Commissioners. The motion carried.
- VI. Citizen Participation – None
- VII. Board Liaison Report
Trustee Alex Williams reported the 2015 audit was presented at the May 18 township board meeting. The audit was clean and without comments. The board received the OHM report on water liability response. Recommendations in this report included replacing pipe on Clark Road. The board received the report from Competitive Grants on the merits of combining the Fire Departments of Superior and Ann Arbor Townships. Board members found the report comprehensive, and decided not to merge the two Fire Departments. Several roads will receive crack sealing. The township pole barn at Harris and MacArthur is coming down. Shrubs and trees around MacArthur will be removed, making it easier to clean the area and maintain utility lines. DTE Energy is removing dead trees along Geddes Road. The township is clarifying its policies to conform with the Freedom of Information Act. In response to the resolution from the Park Commission, the Township Board voted not to lease township owned land for mineral extraction. Nahid Sunii-Yahyai was appointed to the Park Commission. The township's peddling ordinance needs updating. The board declared a moratorium on issuing peddling permits until the update is complete and adopted. Voting precincts #2 and #4 will move out of Cheney School. The Michigan Townships Association (MTA) dues were paid.
- VIII. Park Reports

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- A. Chairperson
Chair Jan Berry welcomed Nahid Sunii-Yahyai to the Park Commission. She reported that park staff have been working very hard on park maintenance.
- B. Administrator
Keith Lockie submitted a written report. The audit was clean and presented to the Township Board on May 18. The Park Fund put \$12,509 into general reserves, primarily due to not purchasing a replacement mower, which had been budgeted. Nahid Sanii-Yahyai was appointed to the Park Commission, to serve the balance of Uva Wilbanks' term. Keith will not be attending the June 22 Park Commission meeting.
- C. Board Meeting Attendees
Jan Berry attended the May 18 Township Board meeting, and said Trustee Alex Williams' report was thorough.
- D. Park Steward – no report
- E. Safety
David Buterbaugh reported there have been no accidents or injuries since the last Park Commission meeting.

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

IX. Communications

- A. Email from Berry to Board regarding Commissioner Recommendation
- B. Email to/from Sanii-Yahyai regarding Commission vacancy
- C. Email from Berry to Firefighters regarding Oakbrook bench installation
- D. Superior Day flyer
- E. Wilbanks Memorial Bench information (2 pages)
- F. Parks Contact Information
- G. Parks Usage Form from Christopher Cole (2 pages)
- H. 2015 Events flyer

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

X. Old Business

- A. Fireman's Park Pavilion
Park staff attended several meetings with architects. Additional construction requirements were identified, including those mandated by the Americans with Disabilities Act (ADA). These requirements could increase the cost from approximately \$16,500 to \$40,000. Some objections were raised by personnel from the Sheriff Department and the Fire Department that the pavilion could become an attractive nuisance. Clerk David Phillips suggested attaching it to the building, so it could be closed up when the building and programming is closed. Several park commissioners indicated support for continued consideration of this pavilion. Supervisor Schwartz commented that he found some pavilion construction kits online for approximately \$14,000.

XI. New Business

- A. Wilbanks Memorial Bench
David Buterbaugh provided materials on park benches made of recycled plastic. The benches ranged from four feet wide to six feet wide. The six foot wide bench cost \$565.85. A bronze

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plaque for the bench will cost \$127.85. With shipping expense, a six foot wide bench with plaque will cost approximately \$750.00. It was moved by Martha Kern-Boprie and supported by Mirada Jenkins to install a six foot wide park bench with a bronze plaque in memory of Commissioner Uva Wilbanks for an amount not to exceed \$750.00. the motion carried.

B. Vice Chairperson Election

A new Vice Chairperson of the Park Commission has to be elected, as the late Commissioner Uva Wilbanks was the Vice Chairperson. It was moved by Marion Morris and supported by Martha Kern-Boprie to nominate Mirada Jenkins as Vice Chairperson. Mirada accepted the nomination. A roll call vote on the nomination was taken.

Berry	Yes
Morris	Yes
Lansing	Yes
Kern-Boprie	Yes
Lopez	Yes
Sanii-Yahyai	Yes
Jenkins	Yes

The motion carried and Mirada Jenkins was elected Vice Chairperson.

C. Superior Day Preparation

Superior Day is scheduled for June 13 from 11:00 am to 2:00 pm in Oakbrook Park. Commissioners Jan Berry, Martha Kern-Boprie, Sandi Lopez, Marion Morris and Nahid Sanii-Yahyai volunteered to help at the event. Commissioners suggested edits to the flyer advertising the event. Volunteers were asked to arrive at Oakbrook Park between 10:00 am and 10:30 am.

D. Parks Tour

Commissioners agreed to visit Fireman's Park on their own, in advance of the June 22 Park Commission meeting. A tour of the rest of the parks will take place after the June 22 park commission meeting.

E. Dixboro Fair Book Giveaway Preparation (August 1 10:00 am – 2:00 pm)

There is a large inventory of books on hand for the Superior Day Book Giveaway. Patrick Pigott offered to help organize the books. Marion Morris suggested bringing half of the books on hand to the Superior Day Book Giveaway. The remaining books can be distributed at the Dixboro Fair.

XII. Bills for Payment

It was moved by Martha Kern-Boprie and supported by Terry Lee Lansing to pay the bills totaling \$25,824.64. The motion carried.

XIII. Financial Statements

It was moved by Sandi Lopez and supported by Marion Morris to receive the April 30 Financial Statements. The motion carried.

XIV. Pleas and Petitions

Martha Kern-Boprie informed the commission she will not attend the June 22 Park Commission meeting, as she will be out of town on vacation.

XV. Adjournment

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

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

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