

Superior Township Park Commission  
Regular Meeting  
June 22, 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

Park Commissioners absent: Martha Kern-Boprie

Others present: Trustee Alex Williams; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator

Berry noted that since Kern-Boprie was absent, someone would have to take minutes, and she asked for volunteers. As no one stepped forward, Berry volunteered to take minutes.

III. Flag Salute

Berry led those assembled in the Pledge of Allegiance to the flag.

IV. Agenda Approval

It was moved by Jenkins and supported by Morris to approve the agenda as drafted. The motion carried.

V. Prior Meeting Minutes Approval

It was moved by Lopez and supported by Lansing to approve the minutes of the May 26, 2015 meeting with no changes. The motion carried.

VI. Citizen Participation – None

VII. Board Liaison Report

Williams said that the submitted report by Kern-Boprie from the Board of Trustees meeting on June 15, 2015 was very complete, but since she was unable to stay for the entire meeting, he added a few items, as follows. The Planning Commission is going to get its first raise in stipend in many years. Victor Chevrette has been appointed Fire Chief and Fire Marshal. The Board received the first draft of a new ordinance regarding peddlers and solicitors. The Ferris property has been rezoned from R1 to A2, a switch that was recommended by the Planning Commission. The Township paid their dues to Huron River Watershed Council.

Morris asked why Peaches & Green, a food truck that was supposed to have been open weekly at Sycamore Meadows, has not appeared. Williams said he would check.

VIII. Park Reports

A. Chairperson

Berry reported that turnout for the Superior Fair had been very good. There were many children, and the rain mostly held off. She said that Oakbrook Park is a good venue for this annual activity. She also noted that Representative Debbie Dingell attended.

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- B. Administrator  
Keith Lockie submitted a written report. Commissioners were asked if they had any questions concerning the report. There were none.
- C. Board Meeting Attendees  
Kern-Boprie, along with Jenkins and Lopez, attended the May 18 Township Board meeting, and reported as noted in the Board Liaison report.
- D. Park Steward – no report
- E. Safety  
David Buterbaugh reported that there was an unfortunate accident at the Fire Station where an employee bumped into a car in the Library lot. There were no injuries, and an accident report was completed. Township Clerk David Phillips is handling the insurance details.

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

- IX. Communications
  - A. Kern-Boprie 06/15/15 Board meeting Report
  - B. Huron Valley Ambulance’s Camp Flyer
  - C. June 2015 Budget Amendment
  - D. E-mail to Dixboro Fair
  - E. Memo from Lockie to Commissioners Regarding Retirement
  - F. Administrator Job Description

It was moved by Morris and supported by Jenkins to receive the Communications. The motion carried.

- X. Old Business
  - A. Fireman’s Park Pavilion  
Berry began the discussion by saying that after speaking with Buterbaugh and considering carefully, she still thought it was a good idea and could be of great benefit to the neighborhood and the Library. Buterbaugh reiterated that he felt very frustrated that this project, which he had researched and planned for 2 years, was being met with so many roadblocks. Morris suggested that Keith Lockie be asked about the standards that were required with the Harvest Moon Pavillion.

Discussion continued, during which it was established that the entire Commission would like this project to go forward. It was recommended that Keith check with the County and possibly the Neighborhood Parks Association about the common current standards before a meeting be scheduled for revisiting the issue.

- B. Parks Tour  
It was confirmed that Commissioners would go on a driving tour of the parks in the south end of the Township following tonight’s meeting.

- XI. New Business
  - A. Kite and Rocket Building Preparation (July 18, 11 to 2)  
Pigott reported that he had contacted The Rocket in Ypsilanti about ordering kites for the event. He ordered 84 kites (the same number as last year) at a 20% discount. Commissioners who said

they would participate in the event were Berry, Jenkins, and Sanii-Yahyai. Lopez said she might attend. It is possible that Kern-Boprie will attend also, since she has participated in the past.

There was some discussion about crafts for tables during the event. Pigott will decide. Berry reminded him to bring flyers to distribute during the event as well.

B. Administrator Job Opening/Description

Commissioners were very sorry to hear of Lockie's intention to retire. Berry noted that he had requested an overlap with his replacement in order to teach the new Administrator about the varied aspects of the job. She reiterated that it would be good for the new person to have the experience of working on the 5-Year Plan, and said that because of this, it would be good if the Commission hired someone who would be in the position for at least 5 years. The job will be posted immediately on the Township's web site, so that applications can be received and, barring any problem, a successor can be chosen at a special Parks meeting and be put before the Township Board at their next meeting.

Berry and Morris, the longest serving Commissioners, gave a brief history of the Commission during the last 20+ years, including both good and bad aspects. Berry noted that in discussions with Ken Schwartz the philosophy of the Township officials has apparently shifted from just park maintenance to one of active recreational programs. She said this would have to be a transitional change with the Commission, but that it might be a consideration for hiring the new Administrator.

It was moved by Morris, supported by Jenkins, to accept the job description as drafted. The motion carried. Further discussion, however, centered on concerns that the estimated hours and lack of benefits could make this position less attractive to ideal candidates. Commissioners agreed that this should be discussed with Schwartz, and reserved the right to revisit this issue in the hiring process.

C. 5-Year Plan (2016-2020)

Berry gave a brief history of the 5-Year Plan and emphasized the importance of having it in place. She asked that each Commissioner take a look at the Plan in the next month and that we begin discussions at the next meeting.

D. Recreation Programs

In light of the new interest in providing recreation programs that was put forward by Town Hall, Berry asked that the Commission consider what we might be interested in offering in the future. Berry said that discussions with Schwartz indicated that he was interested in refinishing the tennis court, and that tennis might be a viable offering from Parks. Sanii-Yahyai said that tennis might be an interesting offering to young people who don't usually have access to such sport. Some Commissioners were skeptical, but were open to repairing the court for basketball, which Buterbaugh and Pigott noted was regularly played there.

Other discussion centered on creating soccer fields, since the sport is popular and soccer fields are well used. Morris suggested that Fireman's Park might be a good venue. Volleyball facilities were also mentioned. Berry wondered whether after school activities might be something to consider. It was suggested that we check with the Library to see what they are offering.

Buterbaugh said that he thought the idea of a recreation building should be re-addressed, and reminded the Commission that we had acreage that would serve well. Williams said that the acreage purchased for the building might be a good spot for a soccer field as well, and if we put in bathrooms and a soccer field the County might be interested in partnering.

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Berry also said that Schwartz had mentioned a millage as a possibility for funding recreation projects. Williams cautioned Commissioners that if a millage is proposed the Commission should have offerings for both the south and north ends of the Township if it was to be approved. Several Commissioners thought a survey of the Township to determine recreation needs/desires would be helpful. Lopez suggested that such a survey be included in the next Superior Scenes, or that a postcard be sent to all homes in the Township asking for information. Berry said she would ask Schwartz about including an insert in the next newsletter.

It was agreed that we revisit recreation at our next meeting.

XII. Bills for Payment

It was moved by Jenkins and supported by Lansing to pay the bills totaling \$15,703.28. The motion carried.

XIII. Financial Statements

It was moved by Lopez and supported by Morris to receive the May 15 Financial Statements. The motion carried.

XIV. Pleas and Petitions

Berry noted that an excellent photo was taken of the Parks workers and Firemen who installed the memorial bench in Oakbrook Park. She will try to get a copy that can be framed and displayed.

Buterbaugh reported that Schroeter Park entry had been tagged by graffiti, but fortunately the new kiosk for Weatherbee Woods was spared. Morris suggested that video cameras should be installed in areas where vandalism has occurred.

XV. Adjournment

It was moved by Jenkins and supported by Morris to adjourn the meeting at 8:05 pm. The motion carried. Commissioners adjourned to the Parks Tour.

Respectfully submitted,  
Jan Berry, Acting Secretary