

Superior Charter Township Park Commission
Regular Meeting
April 24, 2017

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, Nahid Sanii-Yahyai, Bernedia Word, Sandi Lopez, Paula Jefferson, Martha Kern-Boprie, Terry Lee Lansing

Park Commissioners absent: none

Others present: John Copley, Patrick Pigott, Recreation Coordinator; David Buterbaugh, Maintenance Supervisor; Juan Bradford, Park Administrator; Trustee Alex Williams
- 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 Terry Lee Lansing to approve the Agenda with the addition of New Business A. Boardwalks. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. March 27, 2017
It was moved by Nahid Sanii-Yahyai and supported by Sandi Lopez to approve the minutes of 3/27/17 with the following spelling corrections:
Prior Meeting Minutes approval – in the sentence that presently reads “...ad the letters “ed” to “add” so that...” add the letter “d” to “ad” so that it reads “add the letters “ed” to “add” so that it...”
Chairperson’s Report, sixth sentence presently reads “H will attend monthly SLPS...” Add the letter “e” to the letter “H” so that it reads “He will attend monthly SLPS...”
The motion carried.
- VI. Citizen Participation – none
- VII. Reports
 - A. Chairperson
Chair Morris noted she had nothing to report tonight.
 - B. Administrator
Juan Bradford submitted a written report. Martha Kern-Boprie asked if the Butterfly Garden planted in Community Park last fall by a girl scout troop survived the winter. David Buterbaugh responded that plants are coming up, but it is too soon to know if the full garden made it.
 - C. Board Liaison
Trustee Alex Williams reported that the Sewer and Water (SAW) grant findings were discussed. The most significant work is needed along Harvest Lane. The water and sewer lines under this road may be the oldest in the township. The County Road Commission participated in the 4/24/17 Township Board meeting. Proposed 2017 projects include:
Cherry Hill Road east of Gotfredson – culvert replacement

Refurbish Joy Road, in partnership with Salem Township
Refurbish Vorhies Road from M14 to Joy Road
Tanglewood subdivision
Lakeview Estates Drive
Geddes Road from Prospect west to LeForge will be closed for two to three months for culvert replacement
Other business: It is unknown at this point which bidder won the Fairfax Manor debt auction Meetings have taken place with county and township officials about Rock Development, with discussion of purchasing development rights. The new township website is nearly complete. Approved the 2017 Dixboro Farmers Markets on Friday afternoons/evenings in the Green. The 2017 Side-street Maintenance Agreement with Mr. Butler was approved, and he has begun mowing. Fire Station #2 will be evaluated for structural changes needed to accommodate the new fire truck. A proclamation was issued honoring the life of Donald Staebler. Adopted Ordinance #192 Fire Codes. Purchased a copier and mower for the Utility Department.

D. Board Meeting Attendee
Sandi Lopez attended the 4/24/17 meeting, and had nothing to add to Trustee Williams' report.

E. Park Steward
Rick Collman reported that it was too wet and muddy to walk the trails. New bluebird houses may be a good idea. The garlic mustard is still under control, due to all the pulling of this invasive species last fall.

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

VIII. Communications

- A. Educational Information: Endangered Rusty Patched Bumblebee
- B. Summer Playground Program Flyer
- C. Easter Egg Hunt Pictures

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

IX. Old Business

- A. 2017 Park Development/Improvement Budget
Juan Bradford reviewed the adopted 2017 Park Development/Improvement Budget with commissioners and the projects planned for this year. The adopted budget is:
\$500.00 Supplies
\$50,000.00 Projects
\$50,500.00 TOTAL

Planned 2017 projects included:

<u>Location</u>	<u>Project</u>	<u>Estimated Cost</u>
Oakbrook Park	ADA Sidewalk	\$9,000.00
Oakbrook/Norfolk Parks	Clear Brush & Trees	\$15,000 to \$20,000
Community Park	Replace Playstructure	\$20,000 to \$25,000

Juan and Marion Morris informed commissioners that there is interest in reducing total expense on these projects, to allow funding for the next phase of boardwalk construction in Cherry Hill Nature Preserve (CHNP). Juan estimated it would be realistic to estimate the cost of the ADA sidewalk in Oakbrook Park at \$10,000. He suggested that we could decide not to replace the Community Park playstructure in 2017, and instead bring all playgrounds in the township up to

current safety standards. This could be accomplished for approximately \$15,000. If the Park Commission chose to make these project changes, the projected cost would total \$45,000.

<u>Location</u>	<u>Project</u>	<u>Estimated Cost</u>
Oakbrook Park	ADA Sidewalk	\$10,000.00
Oakbrook/Norfolk Parks	Clear Brush & Trees	\$20,000.00
All Park Playgrounds	Meet Safety Standards	<u>\$15,000.00</u>
		\$45,000.00

Making these project changes would leave \$5,500.00 in the budget available for boardwalk construction.

It was moved by Martha Kern-Boprie and supported by Marion Morris to approve the following park improvement projects for 2017:

Construct an ADA Sidewalk in Oakbrook Park for up to \$10,000.00

Clear brush and trees in Oakbrook & Norfolk Parks for up to \$20,000.00

Bring all playgrounds to recommended safety standards for up to \$15,000.00

The motion carried.

X. New Business

A. Boardwalks

John Copley was present to discuss boardwalks in Cherry Hill Nature Preserve (CHNP). Three phases of the boardwalk project has been completed, and he wishes the Park Commission to proceed with Phase Four. These boardwalks prevent erosion that occurs when vegetation is trampled. The boardwalks also increase accessibility of the CHNP to visitors. The cost of Phase Four is \$10,000. John understood the Park Commission would cover \$5,000 and he attempted to obtain \$5,000 in funding from nature conservancies, but was not successful. Commissioners, staff and John discussed at length the need for the boardwalks, and for other erosion control measures to stabilize a hillside in the CHNP. Cost of such stabilization was estimated at \$10,000. Commissioners were supportive of proceeding with the boardwalk project.

Marion Morris suggested that the Park Commission consider taking funds from the Fund Balance to cover the boardwalks and hillside stabilization. Juan Bradford noted that the van purchase cost \$23,200 but was budgeted at \$30,000 so we returned \$6,800 to the fund balance. Bernedia Word asked how often we have withdrawn from the fund balance. Commissioners responded that we have never drawn from it, and each year we have added to it. Several commissioners noted these projects are fully consistent with the purpose of parks and of the fund balance.

Commissioners asked John what the likely schedule was for constructing the boardwalks. He responded this would take place in the fall, so it was not urgent to approve payment now.

Martha Kern-Boprie offered to contact a township resident who is a registered landscape architect about designing a hillside stabilization plan.

XI. Bills for Payment

It was moved by Marion Morris and supported by Terry Lee Lansing to approve payment of the bills totaling \$1,780.89. The motion carried.

XII. Financial Statements

A. March 2017

It was moved by Terry Lee Lansing and supported by Marion Morris to receive the March 2017 Financial Reports. The motion carried.

B. Easter Egg Hunt Final Expenses

Approved by Superior Charter Township Park Commission on 5/22/2017.

It was moved by Terry Lee Lansing and supported by Marion Morris to receive the Easter Egg Hunt Final Expense Report. The motion carried.

XIII. Pleas and Petitions

Martha Kern-Boprie suggested we hold a Park Commission meeting in Cherry Hill Nature Preserve (CHNP) to help commissioners familiarize themselves with this park and the boardwalks. Commissioners suggested instead of the meeting, planning a tour of the park. Martha also suggested a tour sometime this year of Shroeter Park as well.

Marion Morris suggested we plan to replace the playground equipment in Community Park in 2018, as we took it out of our Park Development/Improvement plans for 2017.

Paula Jefferson noted she contacted many neighbors of Harvest Moon Park about the lighting situation, and received significant feedback. She will send this feedback to Juan, who will place it in our next Park Commission meeting packet.

XIV. Adjournment

It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to adjourn the meeting at 7:46 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary