

Superior Township Park Commission
Regular Meeting
July 21, 2014

Adopted Minutes

I. Call to Order

The meeting was called to order by Chair Jan Berry at 6:30 pm.

II. Roll Call

Park Commissioners present: Jan Berry, Uva Wilbanks, Terri Lee Lansing, Mirada Jenkins, Sandi Lopez, Martha Kern-Boprie

Park Commissioners absent: Marion Morris

Others present: Trustee Alex Williams, Keith Lockie, Park Administrator; Patrick Piggott, Recreation Coordinator; David Buterbaugh, Maintenance Supervisor

III. Flag Salute

The chair led those assembled in the pledge of allegiance to the flag.

IV. Agenda Approval

It was moved by Uva Wilbanks and supported by Sandi Lopez to approve the agenda as drafted. The motion carried.

V. Prior Meeting Minutes Approval

A. June 16, 2014

It was moved by Uva Wilbanks and supported by Martha Kern-Boprie to approve the minutes of 6/16/14 with spelling and grammatical corrections. The motion carried.

VI. Citizen Participation

There was none.

VII. Board Liaison Report

Trustee Alex Williams reported on the 6/16/14 Township Board meeting. The Township Bond Rating is still "AA". The lot on Nottingham Drive that sustained a fire loss has been cleared of all debris. The Hyundai quarry is considered for Planned Manufacturing rather than housing. The township is considering retention of a Human Resources consultant to review policies and manuals. The township is also considering removal of the old pole barn at Harris and MacArthur after the new pole barn is completed. New flooring has been installed in the township hall kitchen and a new restroom installed for female Sheriff Department staff. It was moved by Martha Kern-Boprie and supported by Mirada Jenkins to receive the Board Liaison Report. The motion carried.

VIII. Park Reports

A. Chairperson

Chair Jan Berry reported that Township Supervisor Ken Schwartz has proposed acquiring 15 acres on Stamford near the Ypsilanti Township golf course from the County Treasurer's delinquent tax auction. This parcel may be used as a park. Chair Berry suggested tree removal and a boardwalk

extension in Cherry Hill Nature Preserve (CHNP). Kite s & Rockets Day in June and Kickball in July went well.

B. Administrator

Administrator Keith Lockie submitted a written report.

The marquee in front of the Parks/Utility Building at Prospect and Clark Roads has been painted, and the cost was divided between the Park and Utility Departments.

Park Maintenance Projects

Picnic Pavilion at Harvest Moon Park has been re-stained.

Paths in Fireman's and Schock parks were trimmed.

Weeds were sprayed in Oakbrook, Norfolk and Harvest Moon Parks

Creek in Community Park was cleared.

Cherry Hill Nature Preserve (CHNP) Boardwalk - Project 2

Mark Barrett Construction provided an estimate for a continuation of the CHNP boardwalk.

Events Reporting – Created a new financial report to track expense of each recreation event.

Reach One Teach One – This is a day camp run Mondays – Wednesdays from June 30 through mid-August. It is held in front of the library and most children come from Sycamore and Danbury apartment. Parks provides some food and water, craft supplies and on Wednesdays, a portable toilet. Park staff set up and take down tables and chairs. Library staff, a community volunteer and Kathy Wyatt of Sheriff Clayton's office provide program staffing. Keith also informed commissioners that he will miss the September commission meeting.

C. Board Meeting Attendees

Jan Berry attended the June 16 Township Board meeting. She commented that Trustee Alex Williams report was thorough, and she had nothing to add.

D. Park Steward – No report.

E. Safety

No accidents or injuries in the past month. There have been some poison ivy exposures.

It was moved by Uva Wilbanks and supported by Terri Lee Lansing to receive the Parks Reports. The motion carried.

IX. Communications

A. Dixboro Fair Flyer

B. Pavilion Estimate from Canton Construction

C. CHNP Boardwalk Project II Estimate from Mark Barrett Building

D. Email from Peggy Moran regarding Dixboro Fair

E. "All Things Artistic Ministries" Park Usage Forms

It was moved by Martha Kern-Boprie and supported by Mirada Jenkins to receive the Communications. The motion carried.

X. Old Business

A. Park Improvements – Fireman’s Park Pavilion

Bids have been requested from several construction companies. Only one has come in at this time. Park staff are waiting for more bids to come in before making a recommendation.

B. CHNP Boardwalk Project II

Mark Barrett Building Company submitted a bid of \$7,750.00 to construct the following in Cherry Hill Nature Preserve (CHNP):

Build approximately 140 feet of boardwalk that would connect to the existing boardwalk and travel to the pond area. Reset the 6x6 marker post.

Build approximately 20 feet of boardwalk that would connect to the existing boardwalk and travel to the east trail.

Build a 10 x 8 foot deck at the end of the new boardwalk that ends at the pond. Rail the front and two sides.

Build 8 feet of bench on one side of the deck.

Keith Lockie commented that this bidder constructed the boardwalk in 2013. The work was very good, and the contractor’s staff was easy to work with. Several commissioners commented they would like this second boardwalk project completed this year.

It was moved by Martha Kern-Boprie and supported by Sandi Lopez to authorize construction of the Cherry Hill Nature Preserve Boardwalk Project Two by Mark Barrett Building Company as detailed in their bid dated 6/29/14, for an amount not to exceed \$7,750.00. A roll call vote was taken on this motion.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Berry	X			
Wilbanks	X			
Lansing	X			
Jenkins	X			
Lopez	X			
Morris			X	
Kern-Boprie	X			

The motion carried by a vote of six yes, zero no and one absent.

XI. New Business

A. Dixboro Fair

The Dixboro Fair takes place Saturday, August 2 on the Dixboro Green from 10:00 am to 5:00 pm. The Park Commission will have a booth and give away books. Terri Lee Lansing has a contact at Scholastic Books who may facilitate donation of books by that company. The following commissioners volunteered to staff the booth:

Sandi Lopez	set-up to 11:00 am
Terri Lee Lansing	11:00 am – 2:00 pm
Martha Kern-Boprie	2:00 pm – 5:00 pm

XII. Bills for Payment

It was moved by Uva Wilbanks and supported by Terri Lee Lansing to pay the bills totaling \$26,103.21. The motion carried.

XIII. Financial Statements

A. June 30, 2014

It was moved by Uva Wilbanks and supported by Mirada Jenkins to receive the 6/30/14 Financial Statements. The motion carried.

XIV. Pleas and Petitions

There were none.

XV. Adjournment

It was moved by Uva Wilbanks and supported by Mirada Jenkins to adjourn at 6:58 pm. The motion carried.

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