

Superior Charter Township Park Commission
Regular Meeting
November 27, 2017

Adopted Minutes

- I. Call to Order
Chair Marion Morris called the meeting to order at 6:30 pm.
- II. Roll Call
Park Commissioners present: Marion Morris, Sandi Lopez, Nahid Sanii-Yahyai, Bernedia Word, Terry Lee Lansing, Paula Jefferson, Martha Kern-Boprie

Park Commissioners absent: none

Others present: Trustee Alex Williams; Juan Bradford, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Ellen Kurath
- III. Flag Salute
Marion Morris led those assembled in the Pledge of Allegiance to the Flag.
- IV. Agenda Approval
It was moved by Nahid Sanii-Yahyai and supported by Terry Lee Lansing to approve the agenda as drafted. Marion Morris requested an amendment to the agenda. She asked that New Business A. be expanded from Christmas Tree Lighting Duties to Christmas Tree Lighting Duties and Gifts. This was accepted as a friendly amendment by the maker and supporter of the motion. The motion to approve the agenda with the noted amendment carried.
- V. Prior Meeting Minutes Approval
 - A. October 23, 2017
It was moved by Terry Lee Lansing and supported by Sandi Lopez to approve the minutes of 10/23/17 as drafted. Marion Morris requested correction of an error in New Business B. The first paragraph, third sentence presently reads "The Superior Land Conservancy will contribute \$5,000 during 2018 toward boardwalk extensions." The year is incorrect. This sentence should read "The Superior Land Conservancy will contribute \$5,000 during 2017 toward boardwalk extensions." The motion to approve the minutes of 10/23/17 with the noted correction carried.
- VI. Citizen Participation
Ellen Kurath addressed the Park Commission about invasive weeds found in parks in Superior Township. She encouraged the commission and department to have a staff member work with her next year to learn to identify these plants. She also suggested the park department purchase several books that would be good resources to learn about plants found in this region. These books include Ellen Elliot Weatherbee's published report on plants in Superior Township, a soil survey book from the county's MSU extension office, the Cranbrook series on shrubs and on wildflowers, "Michigan Trees", and "Michigan Flora" by Ed Voss. Ellen also voiced concern about use of herbicides. She acknowledged that Superior Township Parks rarely uses these chemicals. Marion Morris responded to Ellen that the Township Park Department only uses chemical herbicides as a last resort, and strictly follows all instructions and safety precautions.
- VII. Reports
 - A. Chairperson
Chair Marion Morris met weekly with Juan Bradford, Park Administrator over the past month. Beyond that, she had nothing additional to report.

B. Administrator

Juan Bradford, Park Administrator submitted a written report. In addition to this report, he informed commissioners that the township holiday lunch is still at Karl's Cabin Restaurant on Gotfredson Road on December 14, but attendees will order off the menu, rather than a set fee per participant.

C. Board Liaison

Trustee Alex Williams reported on the Township Board meeting held 11/20/17. The Supervisor's Report included several items. Brenda McKinney, Treasurer has been appointed to the County Parks & Recreation Commission. Engineering work on the non-motorized path along Prospect Road from Geddes south to Berkshire is underway, and expected to cost approximately \$50,000. Tanglewood subdivision seeks construction of a non-motorized trail into Dixboro. DTE Energy will provide options for lighting MacArthur Boulevard. Road work on Panama Street should be complete by December. The Michigan Folk School has signed a contract to operate in a garage at Staebler Park in Superior Township. There is a Patronicity campaign to raise \$40,000 toward the Folk School. If the \$40,000 fundraising target is met by the week before Christmas, the Folk School will receive another \$40,000 in matching funds. The Sutton Ridge (Redwood Company) apartments are going through Planning Commission review. Rock Development has dropped their lawsuit, and no longer seeks to build dense development on their property in southwest Superior Township. Rock Development now seeks to sell the real estate for park purposes. A commendation from the Michigan State Legislature arrived, saluting our firefighters. Sava Restaurant will open in the former Lord Fox restaurant building. RFC Financial Planners are moving into another building in Dixboro. Superior Township will waive some requirements for the Dixboro Green Pavilion project. One of these requirements is parking spaces. The township board approved pay increases for non-union staff, the Township Supervisor, Clerk, Treasurer and Trustees. The board approved hiring Susan Kellermaier as temporary assessing assistant. The 2018 holiday schedule was approved.

D. Board Meeting Attendee

Terry Lee Lansing attended the 11/20/17 Township Board Meeting. She noted that the supervisor also reported that County Parks & Recreation plans to install a non-motorized trail down Dixboro Road toward Geddes Road.

E. Park Steward

Rick Collman, Park Steward submitted a written report about observation of conditions in Cherry Hill Nature Preserve and Schroeter Park, and meetings with Juan Bradford and David Buterbaugh to plan maintenance work in these parks.

F. Safety

David Buterbaugh reported there were no accidents or injuries during the past month.

VIII. Communications

- A. Educational Information: Tree City USA Bulletin #13
- B. SLPS Fall/Winter Newsletter
- C. Christmas Tree Lighting Flyer
- D. Township Christmas Party Flyer
- E. Letter to Residents near Harvest Moon Park

It was moved by Nahid Sanii-Yahyai and supported by Marion Morris to receive the Communications. The motion carried.

IX. Old Business

- A. 2017 Park Development/Improvements Update

All playgrounds are up to date for safety standards. Cherry Hill Nature Preserve boardwalk extensions are underway, and should be complete by early December. Brush clearing between Oakbrook Park and Norfolk Park will commence this week.

X. New Business

A. Christmas Tree Lighting Event: Duties and Gifts

The township Christmas Tree Lighting Event is scheduled for Saturday, December 2 at 6:00 pm in front of the Township Hall. Park Commissioners were asked to volunteer to assist with this event. Volunteers are:

<u>Task</u>	<u>Volunteer</u>
Line Up Kids	Lisa Bradford
Cookies & Cocoa	Martha Kern-Boprie Bernedia Word Sandi Lopez
Pass Out Programs	Nahid Sanii-Yahyai Paula Jefferson

Volunteers were asked to arrive at township hall by 5:30 pm and park behind the Old Township Hall.

Marion Morris assembled a gift bag containing candy, fruit and an ornament. The bag and contents cost \$.84. Marion would like to give a gift bag to each child that comes to see Santa. She offered to assemble 100 gift bags, if the park budget would reimburse her the cost of components. Commissioners agreed to do this.

B. December 2017 Park Commission Meeting Time

The December Park Commission meeting is scheduled for the third Monday of the month, December 18 because the fourth Monday is Christmas Day. As the Township Board meeting is also scheduled that day at 7:00 pm, and several people have to attend both meetings; it was decided to start the Park Commission meeting at 6:00 pm.

C. Additional 2018 Special Event Ideas

Earlier this year Nahid Sanii-Yahyai suggested added another recreation special event, an outdoor movie screening. Park staff followed up on this suggestion. There are vendors that will bring all the equipment and screen the movie, for approximately \$1,000. Paula Jefferson noted that the Washtenaw County Sheriff Office did this last year, but did not publicize it well, and there were few participants. Several park commissioners suggested this could be a successful summer event in a park in the subdivisions. Some commissioners were concerned about safety issues. Other commissioners suggested collaborating with the Sheriff Office, both to alleviate safety concerns, and to share event cost where possible. It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to schedule an outdoor movie night as part of the 2018 recreation special events, and attempt to collaborate with the Washtenaw County Sheriff Office in presentation of this event. The motion carried by a vote of five Yes and two No votes.

XI. Bills for Payment

It was moved by Terry Lee Lansing and supported by Martha Kern-Boprie to approve payment of the bills totaling \$\$17,384.15. The motion carried.

XII. Financial Statements

- A. October 2017 Revenue and Expenditure Report
- B. 2017 Pumpkin Carving Day Expense Report

It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to receive the October 2017 Revenue and Expenditure Report and the 2017 Pumpkin Carving Day Expense Report. The motion carried.

XIII. Pleas and Petitions

Bernedia Word reported that the Trunk & Treat event in Dixboro was very successful. It rained that day, so the event moved indoors, and was still a success. Bernedia complimented Patrick Pigott on thorough preparation for this event.

Nahid Sanii-Yahyai reported many deer are found on Old Ford Road, increasing the risk of vehicle-deer collisions. She asked if warning signs could be installed, to alert drivers to this risk. Several commissioners commented that this is the responsibility of the Road Commission, not the Park Commission, and also doubted that signs would help.

Nahid also noted large flocks of wild turkeys have been seen near Dixboro Road. She likes the educational materials in the Park Commission packet. She commented that a week ago a large amount of broken glass was found on Ford Road near Prospect, which caused flat tires for some of her neighbors. Nahid informed the township Fire Department about the glass.

XIV. Adjournment

Chair Marion Morris adjourned the meeting at 7:50 pm.

Submitted by:

Martha Kern-Boprie, Park Commissioner and Secretary