

Superior Charter Township Parks & Recreation Commission
Regular Meeting
January 22, 2018

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

Park Commissioners absent: none

Others present: Juan Bradford, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator
- III. Flag Salute
Chair 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 with the addition of New Business item C. Message Board at Cherry Hill Nature Preserve. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. December 18, 2017
It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to approve the minutes of 12/18/17 with the following corrections: In the first line, insert the letter "M" after "...6:20 P..." so that it reads "...6:20 PM...". Near the bottom of the first page, in the line that presently reads "Communications were received following a motion by Nahid and a second by Terry" insert the last name of the maker and seconder of the motion and a period at the end of the sentence so that it reads "Communications were received following a motion by Nahid Sanii-Yahyai and seconded by Terry Lee Lansing." On page 2, in the discussion of Movie Night Event, in the second sentence, correct the spelling of "...Sherriff..." to "...Sheriff...".
The motion carried.
- VI. Citizen Participation – none
- VII. Reports
 - A. Chairperson
Marion Morris reported she was appointed to serve on a Library Committee along with Superior Township Supervisor Schwartz, Clerk Findley and Treasurer McKinney and Ypsilanti District Library (YDL) officials. There have been two meetings this month concerning possible construction of a library on Park Commission property near Harris and MacArthur. The initial meeting took place with YDL representatives. Today Marion met with the Superior Township officials only, and the four agreed that any building constructed would include space for Park operations, including capacity for 75 to 100 people. YDL architects want conceptual drawing completed by April. Sandi Lopez requested that significant sustainable features be included in the building's design. Marion also reported that Supervisor Schwartz will be off work for knee surgery on 1/29/18.

- B. Administrator
Juan Bradford submitted a written report.
- C. Township Board Liaison – no report
- D. Township Board Attendees
 - 1. Paula Jefferson attended the 1/16/18 Township Board meeting. A presentation was given by former firefighter Chris Wiggins on a grant the township is applying for. The grant is offered by FEMA and would help fund an additional firefighter for three years. The funding would equal 70% of the cost during the first two years, and decrease in the final year. The township would absorb the difference, and fully fund the position in Year Four. The Supervisor’s Report noted that the Committee of the Southeast Michigan Land Conservancy will hold its annual meeting on 2/10/18. DTE Energy is moving a power line on Geddes Road. Three resolutions were adopted:
Connecting Communities Project Agreement
Sutton Ridge Development Agreement
Poverty Exemptions for this year
 - 2. Nahid Sani-Yahyai attended the 12/18/17 Township Board meeting. During Citizen Participation, Nahid voiced her concern about deer on old Ford Road. She also noted concern about broken glass on the roads after collisions. Supervisor Schwartz will discuss these issues with the Washtenaw County Road Commission. Two presentations were given: Lisa Hoenig, Director of Ypsilanti District Library (YDL) presented the annual report of the YDL and future plans. YDL received a \$175,000 grant for early childhood literacy development. “Hoopla” is an app that facilitates online borrowing of YDL resources. The second presentation was given about the “Water Residential Assistance Program. This program assists low income people with paying their water bills. To qualify for assistance, a water customer’s income cannot exceed 150% of the federal poverty rate. Assistance can be provided toward paying a water bill. Supervisor Schwartz praised the Parks Department for the Christmas Tree Lighting event on December 3. The Folk School at the Staebler Farm county park raised \$84,000 toward their goal in a kick-starter fundraiser. A fire truck sustained damage. The damage will not be repaired, as this truck will be replaced by a new truck in the very near future. Health Care insurance will continue for township employees. The cost will increase by 5.3% over 2017 cost.
- E. Park Steward
Rick Collman, Park Steward submitted a written report.
- F. Safety
There were no accidents or injuries in the past month.

VIII. Communications

- A. Educational Information: Recreation Centers play an Important Role in Communities
- B. Updated Parks & Recreation Contact Information
It was moved by Nahid Sani-Yahyai and supported by Sandi Lopez to receive the Communications. The motion carried.

IX. Old Business – none

X. New Business

- A. 2018 Township Board Meeting Sign-up
Park Commissioners agreed to attend the following Township Board meetings in 2018 and report back to the Park Commission.

<u>Meeting Date</u>		<u>Park Commissioner</u>
January 16, 2018	Tuesday	Paula Jefferson
February 20, 2018	Tuesday	Martha Kern-Boprie
March 19, 2018	Monday	Sandi Lopez
April 16, 2018	Monday	Sandi Lopez
May 21, 2018	Monday	Bernedia Word
June 18, 2018	Monday	Nahid Sanii-Yahyai
July 16, 2018	Monday	Martha Kern-Boprie
August 20, 2018	Monday	Paula Jefferson
September 17, 2018	Monday	Bernedia Word
October 15, 2018	Monday	Marion Morris
November 19, 2018	Monday	Terry Lee Lansing
December 17, 2018	Monday	Nahid Sanii-Yahyai

B. 2018 Special Event Proposed Dates

Special Recreation Proposed Events in 2018 include:

<u>Event</u>	<u>Location</u>	<u>Date/Time</u>	<u>Rain Date</u>
Easter Egg Hunt	Fireman's Park	3/24/18 11:00 am	3/31/18
Backyard Birding	Old Twp Hall	TBD	TBD
	LeFurge Woods?	TBD	TBD
Superior Day	Oakbrook Park	6/09/18 11:00 am	6/16/18
Kite & Rocket Day	Fireman's Park	7/14/18 11:00 am	7/21/18
Movie in the Park	Oakbrook Park	8/11/18 TBD time	TBD
Kickball	Oakbrook Park	9/08/18 11:00 am	9/15/18
Pumpkin Carving	Norfolk Park	10/20/18 11:00 am	10/27/18
Christmas Tree Lighting	Old Twp Hall	12/01/18 6:00 pm	N/A
Dixboro Farmer Market	Dixboro Green	6/29/18	
		7/27/18	
		8/31/18	
		9/28/18	
		10/26/18	

C. Message Board at Cherry Hill Nature Preserve

The Message Board at Cherry Hill Nature Preserve (CHNP) was constructed by John Copley and Dan Moerman many years ago. Compartments in the Message Board that hold reference materials need repair. The Superior Land Preservation Society (SLPS) suggested that it may provide funds for materials to repair the sign, if Superior Parks Department will have it repaired. Juan Bradford will obtain a cost estimate, provide the estimate to Marion Morris, and Marion will convey the estimate to SLPS.

XI. Bills for Payment

It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to approve payment of the bills totaling \$18,935.23. The motion carried.

XII. Financial Statements

A. December 2017 Revenue and Expenditure Report

It was moved by Sandi Lopez and supported by Martha Kern-Boprie to receive the pre-audit 12/31/17 financial statements. The motion carried.

B. 2017 Budget Amendments

Budget Amendments approved by the Township Board in 2017 that impacted the Park Fund were presented to the Park Commission.

XIII. Pleas and Petitions – none

XIV. Adjournment

It was moved by Nahid Sanii-Yahyai and supported by Marion Morris to adjourn the meeting at 7:30 pm. The motion carried.

Submitted by,

Martha Kern-Boprie, Park Commissioner and Secretary