

Superior Charter Township Park Commission
Regular Meeting
October 28, 2019

Adopted Minutes

1. Call to Order
Chair Paula Jefferson called the meeting to order at 6:30pm.
2. Roll Call
Park Commissioners present: Paula Jefferson, Bernedia Word, Sandi Lopez, Terry Lee Lansing, Nahid Sanii-Yahyai, Martha Kern-Boprie
Park Commissioners absent: Marion Morris (excused due to illness)

Others present: Trustee Alex Williams, Juan Bradford, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator
3. Flag Salute
Chair Paula Jefferson led those assembled in the Pledge of Allegiance to the Flag.
4. Agenda Approval
It was moved by Nahid Sanii-Yahyai and supported by Sandi Lopez to approve the agenda as drafted. The motion carried.
5. Prior Meeting Minutes Approval
 - A. September 23, 2019
It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to approve the minutes of 9/23/19 with the following corrections. Reports B. correct the spelling of "fragmites" to "phragmites" each time it appears in this section. New Business A. 2019 Tree Planting correct the number of units of Little Leaf Lindon and Tulip Trees to 2 instead of 4 for each of these two varieties. The motion carried.
6. Citizen Participation – none
7. Reports
 - A. Chairperson
Chair Paula Jefferson stated her comments related to items on the agenda, and she would provide them as the items came up.
 - B. Administrator
Juan Bradford submitted a written report. Martha Kern-Boprie asked if park commissioners could help at the Dixboro Christmas event on December 14, without participating in all the planning meetings. Juan responded they could. He also noted that this event starts at 6:00 pm on December 14.
 - C. Board Liaison
Trustee Alex Williams reported that on October 21 the township board commended township residents who saved a man's life during a cooking fire. County Parks & Recreation gave a presentation to the township board about Staebler Farm Park. Plans are to construct a building east of the current buildings. Several people present at the township board meeting voiced concerns about people trespassing, access to the lake, and gates to the park remaining open all night, and the presence of drone aircraft in the park. The park gates are closed now overnight.

The Truth in Taxation Public Hearing was held. No one spoke, and the hearing closed. There has been no full review of the township master plan for nine years. The township contracted with the firm Carlisle/Wortman to conduct a full review of the master plan. The updated plan will go to the Planning Commission first, and then to the Township Board for review. The Park Commission will be asked to review when it comes to the Township Board.

The Building Department gave a presentation to the Township Board. The Building Department will go paperless, and purchase of a scanner was approved to facilitate this change.

Supervisor Ken Schwartz reported that Salem Township sent a note to Superior Township, requesting review by Superior Township of the sewer line proposed to run through Superior township from Salem township. Salem township will pay for this review. The Washtenaw County Road Commission informed Superior Township it will not issue any permits for construction related to this sewer project, until Superior Township approves. The Rock Properties in Superior township are now for sale. Staebler Farm County Park grand opening was October 12. Dixboro Green Pavilion was dedicated October 25.

2019 street paving in Tanglewood subdivision is complete. There is limestone available for gravel road repair. Contact the township hall if you know of a road that could use some limestone.

The township's IT consultant named "Nimble" was sold to "Taz Networks."

The Ypsilanti City Council approved removal of Peninsular Dam. This may impact Superior Township properties that border the Huron River upstream from Peninsular Dam. These Superior Township properties have legal descriptions that state the property line runs to the middle of the river.

Ordinance 193 which prohibits all marijuana establishments, passed on second and final reading.

The 2019 special assessment roll was approved. 2020 budgets for all funds were approved. Landis Smith was hired as a Utility Department clerk. Approved purchase of three trucks for the Utility Department.

D. Board Meeting Attendee

Paula Jefferson attended the October 21 meeting, and stated Alex' report was thorough. She added that township parks are not gated at night. People will enter parks if they want to, with or without gates.

E. Park Steward

Rick Collman sent a note that Superior Land Preservation Society (SLPS) members asked how many people use Cherry Hill Nature Preserve (CHNP). A guest book ~~keep~~ kept in CHNP might provide some of this information.

F. Safety

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

8. Communications

- A. Educational: Monarch Butterfly facts
- B. Christmas Tree Lighting flyer
- C. Pumpkin Carving pictures

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

9. Old Business

- A. 2020 Approved Budget

The township board approved the 2020 Park Fund budget on October 21, 2019.

10. New Business

- A. Norfolk/Oakbrook Trail Restoration Bids

Approved by Superior Charter Township Park Commission on 11/25/2019.

Bids were received from two vendors to restore and enhance the trails in Norfolk/Oakbrook parks. McLennan Landscape of Manchester MI bid \$9,097.50. Conklin Landscaping of Ann Arbor submitted bids for three options, ranging in price from \$24,819 up to \$30,110.00. Juan Bradford stated both vendors have worked for Superior Township Parks before, and he has confidence in their work. It was moved by Martha Kern-Boprie and supported by Sandi Lopez to approve the bid from McLennan Landscape dated 9/25/19 for an amount not to exceed \$9,097.50. The motion carried.

B. Cherry Hill Nature Preserve (CHNP) Boardwalk Final Phase

Mark Barrett submitted a bid dated 10/20/19 to build 250 feet of 6 foot wide boardwalk, two benches and other repairs and adjustments for \$15,500.00. It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to approve the bid from Mark Barrett dated 10/20/19 for an amount not to exceed \$15,500.00. The motion carried.

11. Bills for Payment

It was moved by Terry Lee Lansing and supported by Paula Jefferson to approve payment of the bills for a total of \$28,642.87. The motion carried.

12. Financial Statements

It was moved by Martha Kern-Boprie and supported by Sandi Lopez to receive the September Revenue & Expenditure reports. The motion carried.

13. Pleas and Petitions

Nahid Sanii-Yahyai asked if there was some way the Park Commission could recognize volunteers. She suggested a plaque or mention in the township newsletter. Juan Bradford suggested a broad message of thanks, without naming specific volunteers, as the volunteers are spouses of staff and park commissioners.

Alex Williams complimented the Park Commission on the CHNP boardwalks. He also reported that the Washtenaw County Hazardous Materials drop off opportunity will take place on Saturday, November 9 from 9:00 am to 1:00 pm at the EMU Rynearson Stadium parking lot.

Paula Jefferson mentioned the November Park Commission agenda will include a discussion of the Schock Park proposal made by Supervisor Ken Schwartz in August. Martha Kern-Boprie reported the Schock Park work group met twice, and issued a memo of recommendation on October 22.

14. Adjournment

It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to adjourn at 7:17 pm. The motion carried.

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