

Superior Charter Township Park Commission
Regular Meeting
September 23, 2019

Adopted Minutes

1. Call to Order

Chair Paula Jefferson called the meeting to order at 6:35 pm.

2. Roll Call

Park Commissioners present: Paula Jefferson, Marion Morris, Bernedia Word, Sandi Lopez, Terry Lee Lansing, Nahid Sanii-Yahyai, Martha Kern-Boprie

Park Commissioners absent: none

Others present: Trustee Alex Williams, Juan Bradford, Parks 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 Marion Morris to approve the agenda as drafted. The motion carried.

5. Prior Meeting Minutes Approval

A. August 26, 2019

It was moved by Marion Morris and supported by Nahid Sanii-Yahyai to approve the minutes of 8/26/19 with correction to New Business B. The second sentence presently reads "We have not funding recommendation from the township board yet." Insert the words "received a" between "not" and "funding" so that it reads "We have not received a funding recommendation from the township board yet." The motion carried.

6. Citizen Participation - none

7. Reports

A. Chairperson

Chair Paula Jefferson noted that her comments pertained to items in New Business, and she would share them at that point in the meeting.

B. Administrator

Juan Bradford submitted a written report. Marion Morris commented that township hall staff have requested additional copies of her report on phragmites, as there is significant demand for this report from township residents. Marion suggested mapping all township roads for the presence of phragmites.

C. Board Liaison

Trustee Alex Williams reported the Dixboro Pavilion ribbon-cutting ceremony is scheduled on 10/11/19 and the Staebler County Farm Park ribbon-cutting ceremony is scheduled on 10/12/19.

A "Connecting Communities" grant has been applied for, to construct a non-motorized path along Plymouth Road, from Dixboro Road to Sava restaurant.

A meeting about the road millage expected on the November 2019 ballot is planned. A date has not been set for this meeting.

A meeting was held with Ann Arbor Area Transportation Authority (AAATA) about our service agreement over the next six years. Ann Arbor Township may choose to contract with AAATA for transit service in the future, and this could facilitate providing transit to the Dixboro area. Nimble is the IT consultant to the township. The company has been sold to a company named "Taz" located in Brighton, because the owners of Nimble wish to retire. Taz will become the service provider to Superior Township.

Township officials met with the Washtenaw County Road Commission (WCRC) about the pump station located on Geddes Road. The pump station will be moved a few hundred feet to take it off a wetland. Discussions have begun with the Michigan Department of Transportation (MDOT) about installing a pedestrian crossing at the intersection of M153 and Plymouth Road (formerly known as "sixteen corners"). There is no timeline for this pedestrian crossing.

Meetings have taken place with staff at Sycamore Meadows to make improvements needed to achieve Housing & Urban Development (HUD) compliance.

Township board members discussed the proposal to take over Schock Park.

Pat Shrewsbury of the Utility Department staff plans to retire in a few months.

A lengthy discussion took place about the Harvest Lane sewer. Orchard, Hiltz & McCliment (OHM) the township's engineering consultant reviewed sewer condition records. OHM reported that sewer replacement is not needed now, but roots growing into the sewer need to be cut. The urgency of sewer replacement will be re-evaluated after the roots are cut and the sewer can be fully viewed. 2020 budget proposals were received for all funds. The Truth in Taxation public hearing is scheduled on 10/21/19. The township board terminated the Geddes Road tax abatement district that had been established for Hyundai. The balance remaining in the tax abatement fund will be used for road repair. A water main in MacArthur Blvd will be replaced this autumn. Short term water cut-offs will occur, associated with this replacement.

The Animal Control contract with Washtenaw County was renewed for a cost of \$10,000 per year.

The township will accept debit & credit card payments at the Utility Department. A fee will be charged on debit and credit card payments.

The annual contract with AAATA was signed. The Utility Department Meter Fee Schedule was updated. Washtenaw Area Transportation Study (WATS) dues were paid. The board passed opt-out of the Marijuana ordinance passed on first reading. Second reading is expected at the October board meeting. A county park resolution was discussed. The details were unclear.

D. Board Meeting Attendee

Nahid Sanii-Yahyai attended the township board meeting. She noted that Alex Williams' report was thorough.

E. Park Steward

Rick Collman did not send a report. The conservancy groups have not met recently.

F. Safety

Dave Buterbaugh reported two park staff members were injured at the Kickball Event on September 14. They pulled hamstring muscles. Dave also reported he met with Ellen Kurath on September 13 in Cherry Hill Nature Preserve (CHNP). They cut down Asian Bittersweet plants.

8. Communications

A. Educational Information: Know the Buzz about EEE

B. Thank you letter from Food Gatherers

C. Pumpkin Carving Event flyer

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

9. Old Business – none

10. New Business

A. 2019 Tree Planting

A bid was received from Lucas Nurseries and Landscaping on Ford Road in Superior Township for trees to be planted in Oakbrook and Fireman’s Parks. The bid was for:

<u>Units</u>	<u>Product Description</u>	<u>Unit Cost</u>	<u>Total Cost</u>
2	Chestnut Trees (yellow)	\$300.00	\$ 599.99
2	Little Leaf Lindon	\$325.00	\$ 649.99
2	Tulip Trees	\$325.00	\$ 649.99
10	Plant	\$125.00	\$1,250.00
	Delivery		\$ 39.50
10	Dewitt Tree Bags	\$ 19.99	<u>\$ 199.90</u>
			\$4,489.50

Note: 50% off sale
No Warranty

Juan Bradford noted that this bid contains no warranty on the trees, but the cost is significantly less than it would be with a warranty. The savings are enough that even if a few trees do not survive, it would still cost less with their replacement than the cost of a bid with all trees warranted.

It was moved by Martha Kern-Boprie and supported by Terry Lee Lansing to approve the bid from Lucas Nursery for purchase of trees and Dewitt Tree Bags as described in the bid, for a cost not to exceed \$4,489.50. The motion carried.

B. Form Schock Park working group

Park Commissioners discussed the proposal made by Supervisor Ken Schwartz at the August Park Commission meeting to turn the property that composes Schock Park to the township’s general fund and township board for use as township hall grounds. A consensus developed to have a working group of three investigate advantages, disadvantages and matters of concern; and then report back to the Park Commission. Martha Kern-Boprie, Nahid Sanii-Yahyai and Sandi Lopez offered to serve on this working group.

C. 2020 Budget proposals

Juan Bradford developed a 2020 Budget Proposal, and Township Supervisor countered with another proposal that is a little bit less. In summary by Department the two proposals are:

	<u>Park Administrator</u>	<u>Township Supervisor</u>
Revenue	\$332,576	\$328,840
Expense		
Administration Department	\$ 73,196	\$ 78,035
Recreation Department	\$ 20,651	\$ 19,551
Park Maintenance Department	\$176,920	\$176,917
Park Development/Improvement	\$ 30,000	\$ 30,000
Un-allocated Expenses	<u>\$ 28,073</u>	<u>\$ 28,521</u>
	\$328,840	\$333,024

It was moved by Martha Kern-Boprie and supported by Paula Jefferson to recommend the Township Supervisor’s budget to the township board. The motion carried.

11. Bills for Payment

It was moved by Terry Lee Lansing and supported by Sandi Lopez to pay the bills for a total of \$26,880.58. The motion carried.

12. Financial Statements

- A. August 2019 Revenue & Expense Report
- B. Family Kickball Day Expenditures

It was moved by Marion Morris and supported by Terry Lee Lansing to receive the financial reports. The motion carried.

13. Pleas and Petitions

Nahid Sanii-Yahyai reported that she attended the safety event in Fireman's Park on 9/12/19 that was sponsored by Mott Children's Hospital. The event was well organized with many children as well as graduate students from the School of Public Health present. A number of prizes and souvenirs were distributed to children.

14. Adjournment

It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to adjourn at 7:45 pm. The motion carried.

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