

Superior Charter Township Park Commission
Regular Meeting
November 25, 2019

Adopted Minutes

1. Call to Order

Chair Paula Jefferson called the meeting to order at 6:30 pm.

2. Roll Call

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

Park Commissioners absent: none

Others present: Trustee Alex Williams, David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Juan Bradford, Park Administrator; David Boprie

3. Flag Salute

Chair Paula Jefferson led those assembled in the Pledge of Allegiance to the flag.

4. Agenda Approval

It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to approve the agenda as drafted. The motion carried.

5. Prior Meeting Minutes Approval

A. October 28, 2019

It was moved by Marion Morris and supported by Nahid Sanii-Yahyai to approve the minutes of 10/28/2019 with correction of a spelling error in 7. Reports E. Park Steward. The second sentence presently begins "A guest book keep in CHNP might..." Change the word "keep" to "kept" so that it reads "A guest book kept in CHNP might..." The motion carried.

6. Citizen Participation – none

7. Reports

A. Chairperson

Chair Paula Jefferson thanked David Buterbaugh for his thirteen years of good service to Superior Charter Township Parks and Recreation, and wished him well in retirement

B. Administrator

Juan Bradford submitted a written report. He reminded Park Commissioners that the December meeting will take place on December 16, which is the third Monday of the month, at 6:00 pm. He also reminded Park Commissioners that they are welcome to volunteer at the Dixboro Christmas event on Saturday, December 14 at 6:00 pm. Martha Kern-Boprie said she would like to help at the event, and asked Juan to pass her name along to the event organizers.

C. Board Liaison

Trustee Alex Williams reported that during Citizen Participation a man named Ken Lewis stated he wished to open a karate studio in Dixboro. Township staff researched this land use, and find it conforms with existing zoning. Health insurance premiums for township staff will rise approximately 3.5% and coverage will remain the same. The Washtenaw County Road Commission (WCRC) held a meeting with local officials on improvements funded by the road millage. The WCRC will try to allocate road work projects to local units in line with the millage tax revenue that unit generates

Cheney School on Stamford continues to deteriorate. A meeting with Ypsilanti Community School official is planned to develop a resolution to the situation. The township board expressed sadness that David Buterbaugh is retiring. Salaries were approved for non-union and elected positions. Blakely Hargrave was hired as staff in the Treasurer's Office. The township published a Notice of Intent to apply for a loan to fund construction of a sewer pump station and other sewer system improvements. Appointments to the Dixboro Design Review Board were approved. Holiday and Board meeting schedules for 2020 were approved.

D. Board Meeting Attendee

Sandi Lopez attended the November 18 township board meeting. She reported that the Park Fund budget allocation from the General Fund was \$100 less than Parks initially requested. Park Commissioners noted the commission had been informed of this previously.

E. Park Steward – No report.

F. Safety

David Buterbaugh reported there were no accidents or injuries in the past month. Don Waligor has been off work for a non-work medical issue, and is expected to return within a few weeks.

8. Communications

A. Educational: Importance of Outdoor Play

B. Retirement Letter from David Buterbaugh

C. Healthy Food Access Letter of Support

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

9. Old Business

A. 2020 approved Parks & Recreation Budget

The township board approved the Parks & Recreation Fund budget on 10/21/19 for expenses totaling \$334,159.

10. New Business

A. Christmas Tree Lighting Event duties

The Christmas Tree Lighting Event takes place on Saturday, December 7 at 6:00 pm at the Old Township Hall. Park Commissioners volunteered to help with the following tasks:

Line Up Children Nahid Sanii-Yahyai

Distribute Cookies and Cocoa: Martha Kern-Boprie

Bernedia Word

Paula Jefferson

Distribute Programs: Terry Lee Lansing

Volunteers should arrive at the Old Township Hall by 5:30 pm.

Terry Lee Lansing will work with Patrick Pigott and Bernedia Word to assemble small gift bags to give to each child. Patrick will purchase fruit and Bernedia will purchase other items to go in the gift bags.

B. Schock Park sub-committee report

C. The Schock Park sub-committee of Sandi Lopez, Nahid Sanii-Yahyai and Martha Kern-Boprie submitted a memo on October 22 summarizing their findings and recommendations related to the proposal from Supervisor Ken Schwartz several months ago to transfer Schock Park to the Township Board. Martha Kern-Boprie summarized the findings and recommendation.

Findings: Schock Park is rarely used as a park for recreation. Park staff spend about 275 hours per year maintaining non-park properties. Those hours cost about \$5,115 per year in wages alone.

Recommendations: It would be reasonable to discuss turning Schock Park properties over to the township board, on the condition that:

The Park Fund is compensated for the time Park staff do non-park maintenance work.

The Park staff are provided full access to the Park Maintenance building that sits in Schock Park.

The committee would like to know what the township board plans to do with the Schock Park properties.

Park commissioners discussed these ideas extensively. Marion Morris expressed interest in asking the township board to present their plans for the Schock Park properties to the Park Commission for review.

Trustee Alex Williams noted that it is very unlikely that any structures will be built on Schock Park in the near future. He suggested that the Park Commission may be given the opportunity to review and comment upon proposed uses of Schock Park, but not given authority to approve/disapprove plans. He suggested the Park Commission seek funding from the township board for all expenses associated with non-park work performed by park staff.

Martha Kern-Boprie will draft a memo to the township board from the Park Commission, and submit the memo to the Park Commission in advance of the December 16 meeting.

11. Bills for Payment

It was moved by Marion Morris and supported by Bernedia Word to approve payment of the bills for a total of \$23,740.34. The motion carried.

12. Financial Statements

A. October 2019 Revenue & Expense Report

B. Pumpkin Carving Expenditures

It was moved by Sandi Lopez and supported by Terry Lee Lansing to receive the Financial Statements. The motion carried.

13. Pleas & Petitions

Martha Kern-Boprie informed park commissioners of a holiday craft market in the Ypsilanti Freight House on December 7 from 12:00 noon to 4:30 pm.

14. Adjournment

It was moved by Nahid Sanii-Yahyai and supported by Marion Morris to adjourn the meeting at 7:20 pm. The motion carried.

Submitted by,

Martha Kern-Boprie, Park Commissioner & Secretary