

Superior Charter Township Park Commission
Regular Meeting
January 27, 2020

Adopted Minutes

1. Call to Order

The meeting was called to order by Chair Paula Jefferson at 6:32 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, Park Administrator Juan Bradford, Recreation Coordinator Patrick Pigott

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 with the addition of Old Business (A) Memo to Township Board about Schock Park. The motion carried.

5. Prior Meeting Minutes Approval

A. December 16, 2019

It was moved by Nahid Sanii-Yahyai and supported by Sandi Lopez to approve the minutes of 12/16/19 as drafted. The motion carried.

6. Citizen Participation – none

7. Reports

A. Chairperson

Chair Paula Jefferson had no report at this time.

B. Administrator

Juan Bradford submitted a written report. Juan reminded commissioners that he will be at the mParks conference in Novi from Tuesday, January 28 – Friday, January 31. The final phase of the Cherry Hill Nature Preserve (CHNP) board walk was completed. Marion Morris asked if this is really the last phase of the board walk project. Juan confirmed that it is. There may be other projects proposed in the future. Discussion took place about the potential of repairing and rehabilitating the tennis courts in Community Park. Sandi Lopez commented that she supports Juan's recommendation to appoint Patrick Pigott as Acting Maintenance Supervisor during David Buterbaugh's leave.

C. Board Liaison

Trustee Alex Williams reported on two township board meetings that took place since the last park commission meeting on December 16.

The 12/16/19 township board meeting took place immediately after the park commission meeting. Discussion took place about the empty Cheney School building on Stamford Road. The structure is in such bad condition that demolition may be the only option. Washtenaw County may provide funding for the necessary environmental analysis. The Rock properties may become nature conservancies. The township is installing a new telephone system. It is a "Voice Over Internet Protocol (VOIP)"

system under Comcast business. In 2020 the township may seek another meeting with the Washtenaw County Road Commission at township hall. The water main work on MacArthur Blvd may be completed ahead of schedule because the weather has been milder than usual this winter. State Revolving Fund (SRF) funding will probably be awarded to cover the Clark Road Pump Station project. SRF is a low interest funding opportunity.

The Board of Review met and granted some poverty exemptions to property tax. The Superior Township Board sent a letter to Salem Township in response to an application filed by Salem Township to construct a sewer through Superior Township. Superior Township will not agree to anything until all issues are analyzed and considered. Superior Township hired a new permanent assessor named Bill Brandon. A new water service contract with Ypsilanti Community Utilities Authority (YCUA) was approved. The Fire Mutual Aid agreement was expanded to include Ypsilanti Township.

During the 1/21/20 township board meeting, Supervisor Schwartz reported that the Washtenaw County Road Commission may help pay for widening Harris Road near the township library branch. The new telephone system is installed in township offices, and staff are receiving training on use of the system. Sycamore Meadows apartments are owned by a different organization. These new owners want to improve the complex, and are investing structural repairs, landscaping improvements and collecting past due rent. Complex management is distributing grease collection cans to tenants, to prevent dumping grease in drains. Washtenaw County Parks approved the new pump station on Clark Road. County Parks' approval was necessary due to conservancy acquisition of adjacent real estate. The Township Board went into closed session for a portion of the meeting. When it went back into open session, it amended Ordinance 169 Utilities to clarify that a municipality seeking sewer must get township board approval. The township board authorized engineering services for pipe and manhole rehabilitation, the Clark Road pump station and the Harris Road widening. The Township Clerk is training more election workers. The board approved tree trimming in overgrown areas.

D. Board Meeting Attendee

- a. 12/16/19 Paula Jefferson attended. She had no additions to Trustee Williams' report.
- b. 1/21/20 Martha Kern-Boprie was scheduled to attend and forgot. She apologized to the Park Commission. Juan Bradford commented that he was present at the 1/21/20 meeting, and Trustee Williams' report was thorough.

E. Park Steward – no report

F. Safety

Patrick Pigott reported there have been no accidents or injuries. There are sore muscles from snow and ice removal.

8. Communications

- A. Educational: Challenges Faced by Small Park Districts
- B. CHNP Park Reservation
- C. 2020 Township Board Meeting Attendees
- D. Parks & Recreation Contact Information

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

9. Old Business

A. Memo to Township Board RE: Schock Park

During the November 2019 Park Commission meeting when the commission discussed the recommendations of the subcommittee that evaluated Supervisor Schwartz' proposal for Schock Park, Martha Kern-Boprie offered to draft a memo to the Township Board from the Park Commission,

containing our response to the proposal. Martha brought a draft memo to Park Commissioners. This draft was based on the subcommittee’s report. Park Commissioners stated they wanted time to review the draft memo. It was moved by Sandi Lopez and supported by Marion Morris to table consideration of the draft memo to the February 2020 Park Commission meeting. The motion carried.

10. New Business

A. Patrick Pigott: Acting Maintenance Supervisor

Juan Bradford recommended appointing Patrick Pigott to the position of Acting Maintenance Supervisor during David Buterbaugh’s leave of absence, and increasing Patrick’s rate of compensation while serving in this capacity. Park Commissioners supported this, and clarified they want Patrick to be paid at the same rate as David while serving as Acting Maintenance Supervisor. It was moved by Martha Kern-Boprie and supported by Marion Morris to appoint Patrick Pigott to the position of Acting Maintenance Supervisor during David Buterbaugh’s leave and raise Patrick Pigott’s rate of pay to the same as David Buterbaugh’s rate, while serving as Acting Maintenance Supervisor. The motion carried.

B. Proposed 2020 Special Event Dates

Juan Bradford presented a proposed schedule of special events in 2020. Park Commissioners discussed the proposed schedule, and made a few changes. It was moved by Martha Kern-Boprie and supported by Marion Morris to approve the following schedule of special events in 2020:

<u>Event</u>	<u>Location</u>	<u>Date/Time</u>	<u>Rain Date</u>
Easter Egg Hunt	Fireman’s Park	April 4 11:00 am	April 11
Backyard Birding	CHNP	May 9 10:00 am	May 16
Superior Day	Oakbrook Park	June 13 11:00 am	June 20
Kite & Rocket Day	Fireman’s Park	June 27 11:00 am	June 28
Movie in the Park	Dixboro Green	July 11 8:00 pm	TBD
Kickball	Oakbrook Park	July 25 11:00 am	August 1
Movie in the Park	Oakbrook Park	August 8 8:00 pm	TBD
Pumpkin Carving	Norfolk Park	October 24 11:00 am	October 25
Christmas Tree Lighting	Old Township Hall	December 5 6:00 pm	N/A
Dixboro Farmers Market	Dixboro Green	June 26 July 31 August 28 September 25 October 30 Trunk or Treat	

The motion carried by a vote of 6 Yes to 1 No.

11. Bills for Payment

It was moved by Sandi Lopez and supported by Bernedia Word to approve payment of the bills for a total amount of \$42,392.56. The motion carried.

12. Financial Statements

A. December 2019 Revenue and Expense report

B. 2019 Christmas Tree Lighting Event expenditures

It was moved by Marion Morris and supported by Paula Jefferson to receive the financial reports. The motion carried.

13. Pleas and Petitions

Approved by Superior Charter Township Park Commission on 2/24/2020.

Nahid Sanii-Yahyai asked if someone could cover the Board Attendee role for her on June 15 as she has another commitment. Then Paula Jefferson and Sandi Lopez agreed to trade Board Attendee roles in July and August. The updated 2020 Board Attendee schedule for February through December is:

<u>Township Board Meeting Date</u>	<u>Park Commissioner attending</u>
February 18, 2020	Sandi Lopez
March 16, 2020	Terry Lee Lansing
April 20, 2020	Marion Morris
May 18, 2020	Terry Lee Lansing
June 15	Martha Kern-Boprie
July 20, 2020	Sandi Lopez
August 17, 2020	Paula Jefferson
September 21, 2020	Bernedia Word
October 19, 2020	Paula Jefferson
November 16, 2020	Martha Kern-Boprie
December 21, 2020	Nahid Sanii-Yahyai

14. Adjournment

It was moved by Marion Morris and supported by Nahid Sanii-Yahyai to adjourn at 7:40 pm. The motion carried.

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