

Superior Charter Township Park Commission
Regular Meeting
October 24, 2022

Approved Minutes

1. Call to Order

The meeting was called to order by Chair Marion Morris at 6:40 pm.

2. Roll Call

Park Commissioners present: Marion Morris, Nahid Sanii-Yahyai, Martha Kern-Boprie, Terry Lee Lansing, Greg Vessels, Riley Schofield, Guy Conti

Park Commissioners absent: none

Others present: Juan Bradford, Parks & Recreation Director; Patrick Pigott, Maintenance Supervisor & Recreation Coordinator

3. Flag Salute

Chair Morris lead those assembled in the Pledge of Allegiance to the Flag.

4. Agenda Approval

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

5. Prior Meeting Minutes Approval

A. September 26, 2022

It was moved by Nahid Sanii-Yahyai and supported by Greg Vessels to approve the minutes of 9/26/2022 as drafted. The motion carried.

6. Citizens Participation

There was none.

7. Reports

A. Chairperson

Chair Morris had no report.

B. Director's Report

Juan Bradford submitted a written report. He added to that report with news that attendance at Nature Hunt Bingo on 10/08/22 was fairly good. The weather was good, but the event may have competed with the Ypsilanti District Library (YDL) book passing event for participation. Participation in the Pumpkin Carving event on 10/22/22 was very good. 125 pumpkins were given away.

In Norfolk Park, preliminary tests for Oak Wilt came back negative. That is good news, but these trees are still susceptible to Oak Bore infestation. These trees will come down.

The battery in the van that failed at Nature Hunt Bingo has been replaced. Everything works now. The Michigan DNR Spark grant application period opened today. Awards range from \$100,000 to \$1,000,000. Juan recommends proposing some off-road parking at CHNP, and installation of boardwalk from the road to the current boardwalk to enhance barrier free accessibility. Park Commissioners encouraged Juan to proceed with proposals.

Juan met with John Copley about pulling invasive honeysuckle.

Hired Marco Aguirre as seasonal part-time maintenance staff. If Marco works out, he will move to permanent part-time maintenance staff.

There was a surplus in the Movie Night budget, because one screening was canceled due to weather. Juan has the opportunity to reserve three movies in 2023 for the price of 2022, if he reserves them now. Park Commissioners encouraged Juan to reserve the three movies now.

C. Board Liaison

No report.

D. Board Attendee

Marion Morris and Juan Bradford attended the 10/17/22 Township Board meeting. A new trash removal company will begin serving Superior Township in November. Pick-up dates may change. Details will be on the township website this week. On sidewalks in subdivision, ramps at curb cuts will be installed to enhance barrier free accessibility. The 2023 budgets were approved.

E. Park Steward – No report.

F. Safety

There were no accidents or injuries in the past month.

8. Communications

A. Patrick Pigott Resignation Letter

Patrick Pigott will resign his employment. He will work through November 9, to help set up and take down voting precincts for the November 8 election. Guy Conti suggested a small group of park commissioners meet with Patrick, to receive any insights or suggestions he may offer after working for the Park Department for fifteen years. Guy and Martha Kern-Boprie volunteered to meet with Patrick.

9. Old Business

A. Five Year Plan Update

Juan will meet with Chris Nordstrom of Carlisle-Wortman on the schedule for releasing the next draft of the Five-Year Plan, with notes from commissioners incorporated.

B. Community Center Advisory Committee Update

The next meeting of the Community Center Advisory Committee (CCAC) will take place 10/27/22 at 5:30 pm at Christian Love Fellowship Church on Stamford. Greg Dill, county administrator will be present.

C. Parks & Recreation Commission By-Laws

Commissioner Guy Conti reviewed the Park & Recreation Commission By-Laws and suggested some amendments.

In Section 11 Meetings F. Minutes, insert the following text into the middle of the paragraph:

“Minutes prepared by the Secretary, but not approved by the Commission, shall first be approved by the Commission Chair, and then made available to public inspection as ‘un-approved minutes’”.

In Section 11 Meetings H. Agenda change “Administrator” to “Director” every time it occurs.

In Section 12 Order of Business, Reports change “Administrator” to “Director”.

In Section 17 Financial Transactions, change “Administrator” to “Director” every time it appears.

In Section 18 Amendments, change text to: “These by-laws may be amended by the affirmative vote of a majority of the Commissioners then in office at any two consecutive regular or special meeting(s).”

It was moved by Guy Conti and supported by Martha Kern-Boprie to approve the proposed By-Laws amendments, EXCEPT for the amendment proposed to Section 11 Meetings F. Minutes. A roll call vote was taken.

Guy Conti	Yes
Marion Morris	Yes
Nahid Sanii-Yahyai	Yes
Greg Vessels	Yes
Riley Schofield	Yes
Martha Kern-Boprie	Yes
Terry Lee Lansing	Yes

The motion carried.

D. Event Sponsorship Policy

Vigorous discussion on the merits and disadvantages of accepting and seeking sponsorships for recreation programs and park facilities took place. It was moved by Marion Morris and supported by Guy Conti to table this issue to the November 28, 2022, Park Commission meeting. The motion carried.

E. Ypsilanti Township Parks & Recreation Facilities

Juan has met with staff from Ypsilanti Township Parks & Recreation about the chance of Superior Township residents using Ypsilanti Township facilities and programs at the same cost as Ypsilanti Township residents. Staff are working on a resolution to present to each township supervisor in the near future.

10. New Business

A. "Christmas Tree Lighting" volunteer sign-up.

The Christmas Tree Lighting event will take place on Saturday, December 3 at 5:30 pm in front of the Township Hall. The following park commissioners volunteered to help:

Nahid Sanii-Yahyai	Greg Vessels	Guy Conti
Martha Kern-Boprie	Marion Morris	Riley Schofield
Terry Lee Lansing		

Cookies and hot cocoa will be provided, and volunteers can distribute these refreshments. Help with directing visitors to see Santa will be needed.

B. Board of Trustees resolution to Provide Youth Services in Qualified Census Tract. This resolution is information only to the Park Commission and does not call for action on the commission's part. The Township Board directs the Park Commission to enter into negotiations for two one year contracts with the Might Oak Project, Inc. One to provide a year of programs for youth focused on sports, reading, writing and wellness. The other to provide a year of programs for youth focused on healing centered arts, both in the Qualified Census Tract (QCT). The cost of contracts shall not exceed \$170,000. Any vehicles acquired via these contracts shall remain titled to Superior Township when the contract ends. Superior Township Park Staff shall administer the contracts.

C. Parks & Recreation Director hours

With Patrick Pigott leaving the Park Department staff, Juan Bradford will be absorbing more duties. He seeks to expand his position to cover all recreation planning and hire someone to handle park maintenance supervision. Guy Conti spoke about risks to the organization about condensing duties, should Juan leave. Guy asked Juan to prepare a detailed proposal of hours and duties for discussion at a future park commission meeting. Patrick Pigott reviewed some history of the positions of Recreation Coordinator and Maintenance Supervisor. Juan agreed to provide an outline of the position and department.

Juan noted that in the interim period of at least the next month, some action should be taken to compensate him for the additional work he will undertake until a decision is made. It was moved by

Martha Kern-Boprie and supported by Guy Conti to increase Juan Bradford's hours to 30 hours per week through the end of November 2022. The motion carried.

D. Healthy Habits Start Now (HHSN)

This is a SNAP-Ed funded program to improve health access and behaviors by adopting healthy eating and exercise habits. Superior Township Park Commission staff will administer the program along with HHSN. It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to authorize and direct the Parks and Recreation Department Director to work on the HHSN partnership and advise the Park Commission of his findings. The motion carried.

E. Mower Quotes

Bids for a new mower to replace the 2009 Toro mower were sought from three vendors. The best bid was from Weingartz of Farmington Hills, for a 2022 Exmark Lazer Z Diesel Zero-turn mower model EXLZS80TYDYM724W0 for \$27,132.17. The 2022 budget contains \$35,000.00 for purchase of a mower.

It was moved by Marion Morris and supported by Martha Kern-Boprie to authorize purchase of a 2022 Exmark Lazer Z Diesel Zero-turn mower model EXLZS80TYDYM724W0 from Weingartz of Farmington Hills for an amount not to exceed \$27,132.17. The motion carried.

F. Fireman's Park Drainage Improvements OHM

11. Bills for Payment

It was moved by Terry Lee Lansing and supported by Greg Vessels to approve payment of the bills totaling \$22,187.40 through 10/24/2022. The motion carried.

12. Financial Statements

A. September 2022 Revenue and Expenditure Report

It was moved by Guy Conti and supported by Terry Lee Lansing to receive the September 2022 Revenue and Expenditure report. The motion carried.

13. Pleas and Petitions

Nahid Sanii-Yahyai thanked Patrick Pigott for his many contributions and excellent work. She asked if Patrick might be able to return occasionally to work on some projects. Patrick responded that he may be able to help with a few isolated projects from time to time.

14. Adjournment

It was moved by Marion Morris and supported by Nahid Sanii-Yahyai to adjourn at 8:10 pm. The motion carried.

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