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REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION

City of Rochester Municipal Offices, 400 Sixth Street
Rochester, Oakland County, Michigan 48307

CALL TO ORDER: The Tuesday April 19, 2016 meeting was called to order by Chairperson Becker at 7:00 p.m.

Voting Members Present: Susan Bowyer, Frank Ferriolo, Linda Gamage, Neal Porter, Kim Russell, Andy Zale

Voting Alternates Present: Lynn Loeb (enter 7:03 p.m.), Donni Steele (enter 7:04 p.m.)

Non-Voting Alternates Present: David Becker, Jim Kubicina

Village of Lake Orion Non-Voting Member Present: Brad Mathisen

Voting Members Absent: Rock Blanchard, Alice Young

Alternates Absent: Mike Bailey, Ben Giovanelli, Martha Olijnyk, Lisa Sokol, Richard Schultz

Village of Lake Orion Non-Voting Alternate Absent: Doug Hobbs

Others Present: Blaine Wing, City of Rochester Manager, Kristen Myers, Trail Manager, Chris Gray, Administrative Assistant, Sandi DiSipio, Recording Secretary

PLEDGE OF ALLEGIANCE: All rose and recited the Pledge.

APPROVAL OF AGENDA:

MOTION by Porter, seconded by Russell, *Moved*, to approve the April 19, 2016 agenda as presented.

Ayes: All Nays: None

MOTION CARRIED.

PUBLIC COMMENT: Ms. Myers indicated there may be a resident wanting to speak but was not sure when she would arrive. The Commission agreed she could speak upon arrival.

CONSENT AGENDA:

a. Minutes – March 15, 2016 Regular Meeting, approve and file

b. Treasurers Report – March 2016, receive and file

MOTION by Russell, seconded by Ferriolo, *Moved*, to approve the Consent Agenda as presented.

Ayes: All Nays: None

MOTION CARRIED.

APPROVAL OF INVOICES: Ms. Myers presented the invoices in the amount of \$255.00. In addition to the recorder's monthly fee, this amount includes a Facebook ad for the MNRTF Public Hearing. Estimated unrestricted fund balance is approximately \$83,000.

MOTION by Gamage, supported by Bowyer, *Moved*, that the invoices presented for payment are approved in the amount of \$255.00 and orders be drawn for payment.

Ayes: All Nays: None

MOTION CARRIED.

APPROVAL: Resolution #2016-03 in support of the Road Commission for Oakland County's TAP Grant Application – Paint Creek Trail Bridge 33.7 Renovation: Ms. Myers stated last month the Commission approved a resolution for the \$300,000 MNRTF grant application being submitted by the Commission for this project. The Commission worked with Oakland Township to apply for a TAP grant in the amount of \$300,000 as well. You must be an Act 51 agency to apply for a TAP grant, so the Road Commission is applying for the grant on behalf of Oakland Township, who is applying for the grant on behalf of the Commission. It would be appropriate to have a resolution of support for this project. The grant application deadline is May 2nd, so if the resolution is approved it will be forwarded to Oakland Township who will forward it to the Road Commission.

MOTION by Gamage, seconded by Zale, *Moved*, to approve Resolution #2016-03 in support of the Road Commission for Oakland County's TAP Grant Application as presented:

WHEREAS, the Paint Creek Trailways Commission, an intergovernmental agency, owns, manages, and operates the 8.9 mile Paint Creek Trail in Oakland County, Michigan; and

WHEREAS, the Paint Creek Trailways Commission supports the submission of an application titled "Paint Creek Trail Bridge 33.7 Renovation" to the Transportation Alternatives Program, for the development of a 61' long pedestrian bridge between Dutton and Silver Bell Roads in Oakland Township, Michigan; and

WHEREAS, the location of the proposed project is within the jurisdiction of the Paint Creek Trailways Commission; and

WHEREAS, Oakland Township Parks and Recreation Commission maintains the portion of the Paint Creek Trail within their jurisdiction and will continue maintaining Bridge 33.7; and

WHEREAS, the proposed project, if completed, will be a benefit to the community and the thousands of trail users annually; and

WHEREAS, the proposed development application is supported by the approved 2014-2018 Paint Creek Trail Recreation Master Plan and the 2015-2019 Oakland Township Parks, Recreation and Land Preservation Master Plan; and

WHEREAS, the Oakland Township Parks and Recreation Commission has made a financial commitment to the project in the amount of \$156,200, with funds derived from the Oakland Township Parks Millage funds; and

WHEREAS, if the grant is awarded to the Paint Creek Trailways Commission, we commit the donated amount of \$156,200 from the Oakland Township Parks and Recreation Commission for matching funds in combination with a proposed \$300,000 Michigan Natural Resources Trust Fund grant; and

WHEREAS, with this resolution of support it is acknowledged that the Paint Creek Trailways Commission is not committing any of their own funds to any financial obligations;

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT the Paint Creek Trailways Commission of Oakland County, Michigan, hereby supports the submission of a Transportation Alternatives Program Grant Application for the "Paint Creek Trail Bridge 33.7 Renovation" project for the total project cost of \$756,200, and further resolves to make available a local match

through financial commitment from Oakland Township Parks and Recreation Commission and Michigan Natural Resources Trust Fund Grant finding of \$456,200 (60%) of a total of \$756,200 project cost, during the 2018/2019 fiscal year.

AYES: Bowyer, Ferriolo, Gamage, Loeb, Porter, Russell, Steele, Zale

NAYS: None

ABSENT: Blanchard, Young

MOTION CARRIED.

DISCUSSION: Televising Meetings: The Chair explained he asked Ms. Myers to contact the City of Rochester to obtain costs for televising the meetings. He is in favor of televising the meetings to give local residents an opportunity to see the Commission at work, but it is expensive. Ms. Myers indicated the Commission started discussing this in December 2014 and the cost was \$325 per meeting; the Commission felt at that time this was more than the budget could handle. She summarized the viewing results of Orion Township's televised meetings last summer. The price to televise in Rochester is still \$325 per meeting. Mr. Porter is against using budget money to televise in Rochester as Orion Township has offered the service for free; he feels it is an excessive expenditure. Mr. Ferriolo agrees with the Chair and feels that televising the meetings is more than the communication of what is going on now; it's establishing an historical record. Even though minutes are completed for each meeting, recordings would show the actual operations of the Commission. The videos would show how intense Commission discussions are on every topic, so that commitment is shown beyond what the minutes reflect in terms of involvement. The video would then be available for each member community. The question was asked how long the videos are kept on line. Ms. Myers is not sure but will check. Mr. Wing indicated the City of Rochester's meeting videos are stored for five years. The Chair indicated that as part of in-kind service, Rochester might be willing to help with video costs, and asked that Ms. Russell look into the possibility. Ms. Bowyer indicated our meetings are not contentious, and that if the videos are only available for three to five years, the \$325 per meeting is expensive. Ms. Steele will see if Orion's ONTV will travel and if there would be a cost. Perhaps an individual could film the meetings which could then be available on the website. Ms. Myers was asked to look into the cost of storing the videos on the Commission's website. This issue will be brought back to the next meeting.

APPROVAL: Trail Manager and Administrative Assistant Job Descriptions: Mr. Becker indicated revised job descriptions were provided reflecting the Commission's consensus from last month. Suggested changes to the Trail Manager's description – first paragraph, last sentence should read "the Trail Manager reports to the Trailways Commission Chair". On page two under Required Qualifications, it should read "Must be First Aid/CPR certified, or be willing and able to obtain certifications". Changes to the Administrative Assistant's description – first paragraph, add the sentence "The Administrative Assistant reports to the Trail Manager and/or the Trailways Commission Chair". Mr. Ferriolo commented that the Administrative Assistant may be better described as an Assistant Trail Manager. Once the descriptions are approved, the Commission can then discuss position title and salary. This will be on next month's agenda

MOTION by Zale, seconded by Bowyer, **Moved**, to approve the Trail Manager and Administrative Assistant Job Descriptions as amended.

Ayes: All Nays: None

MOTION CARRIED.

MANAGER'S REPORT: In addition to her written report, Ms. Myers added that one of the suspects in the Orion Township's vandalism has been caught, and there are leads on another person. They spray painted some of the signs and bridge railings. Orion Township has done a great job of taking care of the issue. Ms. Myers commended the Sheriff's Orion Township

Substation for finding the suspects. The May 7th Cruisin' for the Trails event to benefit the Friends Group has sold 350 tickets. Volunteers have signed up for the garlic mustard pull event – Ms. Myers hopes to get 25 volunteers in each community. In response to the survey on gas powered bicycles – Ms. Myers reported this survey was through the county and she will try to get the results. Ms. Myers will also research why DTE has not paid for their licenses. The goals and objectives status is an excellent addition to the report, and it was suggested that an action line be added to define what progress has occurred.

COMMISSIONER REPORTS: Mr. Zale reported on a 2.5 acre parcel on Orion Road purchased by Oakland Township for possible trail parking. The Parks Commission and the Board of Trustees have been working on this purchase for a while. It is hoped the area is large enough for equestrian trailers. A rough concept plan for the parking was provided for the members review. Water and possibly a restroom will be looked at in the planning stages. The Friends Group and the Commission could possibly help with amenities. This is an excellent addition on the trail, and Oakland Township was thanked for their effort. Mr. Porter commented the Township met with the DNR regarding the property in Oakland Township owned by Orion Township. All information has been provided to the DNR, and the ball is in their court. Ms. Russell reported graffiti on a number of bridges, including the Dinosaur Bridge. There are some larger trees in Rochester Hills that have been topped off at 5 or 6 feet above ground – Ms. Myers will contact staff for an explanation. Ms. Russell touched on the south Rochester property and the phragmites problem. Mr. Becker indicated the subcommittee's report on this property should be ready for discussion next month. A field trip to the south Rochester property was suggested.

ADJOURNMENT:

Upon motion by Gamage, seconded by Russell, the Chairperson adjourned the Regular Meeting at 8:00 p.m.

Ayes: All Nays: None

MOTION CARRIED.

NEXT MEETING: May 17, 2016 at 7:00 p.m. – City of Rochester Municipal Offices

Respectfully submitted,

KRISTEN MYERS, Trail Manager

ANDY ZALE, Trailways Secretary