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REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION

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

CALL TO ORDER: The Tuesday April 21, 2015 meeting was called to order by Chairperson Becker at 7:00 p.m.

Voting Members Present: Linda Gamage, Stephanie Morita, Kim Russell, Alice Young, Andy Zale (*exit 8:20 p.m.*)

Voting Alternates Present: Lynn Loeb, Martha Olijnyk, Donni Steele

Non-Voting Alternates Present: David Becker

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

Voting Members Absent: Rock Blanchard, Neal Porter

Alternates Absent: Mike Bailey, Dale Hetrick, Steve Sage, Richard Schultz, Lisa Sokol

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

Others Present: Kristen Myers, Trail Manager, Sandi DiSipio, Recording Secretary

PLEDGE OF ALLEGIANCE: All rose and recited the Pledge.

APPROVAL OF AGENDA:

MOTION by Young, seconded by Steele, ***Moved***, to approve the April 21, 2015 agenda as presented.

Ayes: All Nays: None

MOTION CARRIED.

PUBLIC COMMENT: None

CONSENT AGENDA:

a. Minutes – March 17, 2015 Regular Meeting, approve and file

b. Treasurers Report – March 2015, receive and file

MOTION by Loeb, seconded by Morita, ***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 \$707.27. In addition to the recorder's monthly fee, this amount includes a Chase Card purchase for office supplies, name plates for new Commissioners, refreshments for Park Maintenance staff meeting, and 1st quarter shared copier expenses. The estimated unrestricted fund balance is \$73,000.

MOTION by Gamage, supported by Young, ***Moved***, to approve the invoices presented for payment in the amount of \$707.27 and orders be drawn for payment.

Ayes: All Nays: None

MOTION CARRIED.

DISCUSSION: Proposals for As Needed Attorney Services: Ms. Myers prepared a spreadsheet comparison of the firms responding to the RFP, and recommended interviewing Foster Swift Collins & Smith, PC, Laidler & Zielinski, PLLC and Pentiuk, Couvreur & Kobijak, PC. There was some distance concerns with the Pentiuk firm as they are located in Wyandotte. After a short discussion, the consensus of the Commission was that the Personnel Subcommittee should interview the above referenced three firms. It was suggested at least one attorney sit in on the interviews. Because of the quorum issue, Mr. Zale offered to give up his spot to the attorney. Ms. Myers was asked to provide the full proposals to the Commission so members may review and submit questions. Results should be available for next month's agenda.

APPROVAL: Purchase Authorization – Computer Tablet: Ms. Myers indicated the Commission requested she research the cost of an iPad to increase social media presence. She reviewed several models and thought that the iPad Air 2 was an appropriate medium grade tablet at a cost of \$600. There is money in the office equipment and furniture budget to cover the cost. It was suggested the cost of a case and a wireless keyboard should also be researched as well as the cost of other types of tablets. It may not be cost effective to purchase this tablet just for Instagram purposes and it may be cumbersome on the trail. Perhaps another cell phone would serve the purpose. The purpose for the tablet needs to be defined before deciding on what device to purchase. Ms. Myers was asked to research options and bring the information back to a future meeting.

DISCUSSION: 2015 Trail Maintenance Schedule: Ms. Myers met with all trail maintenance staff from each member community on April 8th and 9th – they were very productive meetings. Everyone agreed this meeting should be an annual event to discuss equipment sharing before the season starts. Each community is hoping to re-grade by the end of April, beginning of May. The DR grader will be used to do the work. Each community will try to take before and after photos and keep an eye on it to see how well it has helped the problem, placing additional limestone where necessary. The parking lots will be graded at the same time. Rochester Hills will place a portable restroom in the Tienken parking lot and will be cleaned twice a week. Orion Township has enough in their budget to clean the Clarkston/Kern restroom twice a week, though it was agreed it needs more cleaning. Any vandalism needs to be reported to the Trail Manager as well as police reports filed. Some clear-cutting may be done at Clarkston/Kern to make it less attractive for kids to hang out there. Cameras have not caught a lot of evidence recently. Mowing will be done on a regular schedule with extra trips done if necessary. The Tienken Road construction project is causing issues, but is being worked out. An overview of the Patrol program and inspection schedule was given to the communities, as well as a list of the dates of major events. A report of the grading project will be forwarded to the Commission.

DISCUSSION: Clarkston/Kern Restroom Maintenance: There are vandalism and maintenance issues with this restroom, and Ms. Myers has been discussing possible solutions with Orion Township. They can clean it twice a week through the end of the summer, but once they lose their seasonal staff, there will not be staff to clean it more than once a week. Orion Township is understandably very frustrated and is considering whether they can maintain it anymore. This is a budget issue and is a staff burden on them. Orion Township provided the match for this restroom, and Ms. Myers said that if they can no longer maintain it, they will have to officially let the Commission know what they wish to do with it. Discussions have been held about other locations for this restroom facility, but a different place can't be found. The best place would be near Adams Road, but there currently isn't any property available. A solution must be found to keep it clean and usable. Signs will be put up that indicate the site is under surveillance due to vandalism. A camera will be put up outside the restroom because this is an ongoing issue. It is cleaned on Tuesday and Friday each week, but we are not sure when the most

damage is being done. Turner Sanitation will clean the restroom twice a week for \$45.00 a week, but will only clean on weekends at an overtime rate. The question becomes does the Commission want to ask Orion Township to amend their budget to cover this cost, or does the Commission want to put money toward the extra cleaning. The issue must be addressed as this is an embarrassment to the Commission, and the Chair suggested we pay for two extra cleanings per week. The Commission needs to get to the root of the problem, figure out when the vandalism is taking place and not use a band-aid solution. The suggestion to lock the facility overnight was made, but the police won't lock it and staff is not available to lock and unlock the facility daily. Perhaps it would be less costly to do this than to pay for additional cleanings. Ms. Russell does not agree with the Commission paying to clean the facility because that sets a dangerous precedent for existing and future restrooms where the member community bears the sole responsibility for maintenance. Suggestions were made that Orion Township Commissioners talk to their substation to see if there is anything more they can do, or if they have any recommendations for us, and that Ms. Myers send a letter to the Sheriff's Department expressing frustration that the vandalism is an ongoing issue, there has been no resolution, explain this is costing the Commission more money, and ask them for an official report on what has been done over the past year and where they are with their investigations.

MOTION by Steele, seconded by Young that the Commission pay for two additional cleanings per week from May through October as necessary, at a cost of up to \$180.00 per month.

Discussion on Motion: The comment was made the Commission is taking on responsibility that is not theirs, and there has been no Sheriff's update on the investigation. An understanding of what is happening and when it's happening is necessary prior to discussing a solution to the problem. The Chair feels this is vandalism, is not a routine matter that sets a precedent, but a severe problem that needs to be resolved. Ms. Steele commented the facility is a mess and it needs to be cleaned so it is available for trail patrons. Either we get rid of it, or we clean it. Ms. Young offered to meet with Lieutenant Toth to get an update.

(Commissioner Zale exits at 8:20 p.m.)

Ms. Myers was asked to research some of the suggestions made tonight and try a multi-pronged approach to the problem over the next few months. An update will be on next month's agenda.

Vote on the Motion

Ayes: Gamage, Olijnyk, Steele, Young

Nays: Loeb, Morita, Russell

MOTION CARRIED.

UPDATE: Paint Creek Crawl – June 6, 2015: Ms. Myers reported details for the Crawl are going well, with \$6,500 in sponsorships. Registration was open on April 16th. Blue wicking shirts are being used as the event T-shirt. Approvals have been received from the Village to use the park, and from Orion Township to use the fire station grassy lot. Lunch will be donated by CJ's Lakeside Grill. Start time will be 9:30 a.m. The Recognition Ceremony will be held at noon, and the prize drawing after that. Between sponsorships, registrations and merchandise sales, it is hoped the Friends Group may clear around \$10,000.

UPDATE: Rochester Undeveloped Property Subcommittee Report: Mr. Becker reported that the Subcommittee is meeting monthly, with two meetings held so far. They will continue to meet until they have a recommendation for the Commission.

MANAGER'S REPORT: In addition to the written report, Ms. Myers commented the Cruisin' for the Trail event is May 2, 2015 and tickets are still available. Five applications have been received for the part time seasonal administrative assistant, three are worthy of interviews. Ms.

Myers and Mr. Becker will administratively work out who will interview and get the interviews scheduled in order to hire someone by mid-May. The Tienken water fountain should be operational soon, and the City of Rochester was thanked for their cooperation. Ms. Myers reported that Commissioner Thalmann is no longer serving on the Commission as she resigned from the Oakland Township Board of Trustees last week. She will be meeting with the Lake Orion DDA to discuss the trail connection that is going through the Village and whether it could be part of the Paint Creek Trail. This may be an opportunity to have the Village as an official voting member of the Commission.

COMMISSIONER REPORTS: Great job on securing the sponsorships for the Crawl event. Ms. Russell reported on the installation of Rochester's comfort station. A thank you letter should be written to Ms. Thalmann for her service to the Commission – it will be brought to the next meeting so everyone can sign it.

ADJOURNMENT:

Upon motion by Morita, seconded by Loeb, the Chairperson adjourned the Regular Meeting at 8:45 p.m.

Ayes: All Nays: None

MOTION CARRIED.

NEXT MEETING: May 19, 2015 at 7:00 p.m. – Rochester Municipal Offices

Respectfully submitted,

KRISTEN MYERS, Trail Manager

ANDY ZALE, Trailways Secretary