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REGULAR MEETING of the **PAINT CREEK TRAILWAYS COMMISSION**
Rochester Municipal Offices
400 Sixth St., Rochester, Michigan 48307

CALL TO ORDER: The Tuesday, September 19, 2017 meeting was called to order by Chairperson Becker at 7:00 p.m.

Voting Members Present: Rock Blanchard, Susan Bowyer, Frank Ferriolo, Kim Russell (*enter 7:25 p.m.*), Jeff Stout, Hank Van Agen

Voting Alternates Present: David Becker, Donni Steele (*enter 7:08 p.m.*)

Non-Voting Alternates Present: Lynn Loeb (*enter 7:03 p.m.*), Martha Olijnyk

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

Voting Members Absent: Brian Birney, Linda Gamage

Alternates Absent: Robin Buxar, Ben Giovanelli, Chris Hagen, Jim Kubicina, Richard Schultz

Village of Lake Orion Non-Voting Alternate Absent: Shauna Brown

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

PLEDGE OF ALLEGIANCE: All rose and recited the Pledge.

APPROVAL OF AGENDA:

MOTION by Bowyer, seconded by Blanchard, ***Moved***, to approve the September 19, 2017 agenda as presented.

Ayes: All Nays: None

MOTION CARRIED.

PUBLIC COMMENT: No public comment was heard.

CONSENT AGENDA:

- a. Minutes – August 15, 2017, Joint Meeting with OTPRC, approve and file
- b. Minutes – August 15, 2017, Regular Meeting, approve and file
- c. Treasurers Report – August 2017, receive and file

MOTION by Blanchard, seconded by Bowyer, ***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 \$19,817.68. This amount includes the recorder's fee for the regular PCTC meeting and the Joint OTPRC meeting, Turner Sanitation Vault restroom August 2017 cleaning, Mounted Patrol Program for August 2017, Dog waste refill bags, Rochester Schools PTA Council Bike Lids for Kids Bridge Walk donation, 3rd Quarter Wages/FICA for Manager, Assistant Manager and Bike Patroller positions, Foster Swift Collins & Smith legal expenses for MNRTF agreement review and

Intergovernmental/Easement review – Village of Lake Orion, and the Labor Day Bridge Event and Bridge Renovation Kick off meeting costs. Estimated unrestricted fund balance is estimated at \$97,000.

MOTION by Bowyer, seconded by Van Agen, *Moved*, that the invoices presented for payment are approved in the amount of \$19,817.68 and orders be drawn for payment.

Ayes: All Nays: None

MOTION CARRIED.

PRESENTATION OF GIFT TO COMMISSION: Tom Wolf, Orion Township: Orion Township resident Thomas Wolf had a beautiful gift made for the Commission last year, but was unable to present it in person until tonight. He is present, summarized his background, stated he grew up on the trail, and explained the photo of the different train cars he presented to the Commission. The Commission thanked Mr. Wolf for his gift and will hang it with pride in the office. Mr. Wolf and his friends then played a medley of railroad songs for the Commission's entertainment.

PRESENTATION OF COLLECTED DONATIONS: Bike Lids for Kids Program: Ms. Myers explained at the Labor Day Bridge Walk, there was a suggested donation of \$5 per family toward the Bike Lids for Kids Program. Over \$1,400 was raised for the program, which is enough to purchase 460 new helmets. The Commission presented the check to representatives of the Rochester Community PTA Council, Betsie Brodbeck, and Rochester Hills Fire Department Fire and Life Safety Educator, Nancy Butty. Ms. Brodbeck summarized their program, collecting bikes, fixing them and donating them for kids in the area. The kids have to promise to wear helmets. The Commission is very happy to partner with this great cause and looks forward to working with them in the future to help promote bike safety on the trail.

UPDATE: Franklin Footbridge: Mr. Van Agen indicated he and Ms. Buxar have been meeting with the Franklin family regarding the footbridge. They have made extensive changes to the bridge, the handrail will be walnut, matches some accents of the house, and is on order. The grass is growing in and the bridge is much less noticeable. They have developed a landscape/screening plan but will wait until spring to plant to allow the natural plants to grow in. They also plan a trellis on their side of the bridge. The photos show how deep the crossing is – it's almost up to Mr. Van Agen's shoulders when standing on the bottom. The Franklin's have complied with the Commission's requests and have addressed their concerns. This will be more of an asset to the trail rather than a deterrent. It is not a safe option for the homeowners to walk on Orion Road to the trail. This issue will be brought back for final approval next month. It was suggested a draft policy on criteria for structures/bridges on the trail be developed. Possibly a mailing could be provided welcoming new owners along the trail.

APPROVAL: 2017 Audit RFP: Ms. Myers stated the Commission was unhappy with the current auditor and would like to go out for proposals for this year's audit. She took the proposal used a year ago and updated it. She will provide supplemental information with the RFP, and distribute it to local firms as well as on the MITN sites. Ms. Myers is hoping to get approval to send the RFP out tomorrow and bring a recommendation back to the Commission at the October meeting.

MOTION by Russell, seconded by Blanchard, *Moved*, to send the RFP out as presented.

Ayes: All Nays: None

MOTION CARRIED.

UPDATE: Village of Lake Orion Membership to the PCTC: Ms. Myers indicated she put together an 11-page document of previous minutes about the Village's request to be a Commission member in the past. This information is not for discussion tonight, but provided as background material for the Commission's review. Chairperson Becker suggested the members

bring this information back to the next meeting in case there are questions. He indicated there is nothing much to report other than the subcommittee is meeting a lot. They have requested the Village of Lake Orion and Orion Township get together and discuss ways of agreeing in a way to split the vote and the cost of Lake Orion joining the Commission. They are also exploring the ability to accept the extension of the trail either by way of an easement or a license to use the trail; this has not been worked out yet. The Village's attorney is exploring some alternatives that might work. The subcommittee is continuing to work toward some approaches that would be recommendations to the Commission. As far as the length, the section of trail from Newton to Atwater is .4 miles, and the extension would be approximately a mile from Atwater to Children's Park and Fire Station. Hopefully a full report will be completed early next year.

UPDATE: Paint Creek Trail Bridge 33.7 Renovation: Ms. Myers indicated Ms. Gray, Commissioner Russell and herself represented the Commission at the kick-off meeting on September 6th. Several members of Oakland Township Parks and Recreation as well as staff were also present at the Mannik & Smith meeting. The Road Commission was also present which was helpful as they will be handling the TAP grant portion. Ms. Myers provided a memo summarizing the meeting and attached the current project schedule. Concerns discussed were trail closure, communication plan, DEQ concerns, aesthetics and invasive species after the project is completed. They then discussed the project site and how scope changes will be handled. Lastly they reviewed the project schedule and timeline. The project is a week or two behind in schedule because of delays with legal reviews regarding the project agreement. They also talked about what the joint meetings would be about and the joint design approvals. Their goal is to meet MDOT's bid letting either the beginning of April or May and work would begin one month later. They did talk about whether the Commission should consider resurfacing the entire trail after the bridge project is complete. Instead of inconveniencing trail users for two years in a row, it might be advantageous to look at the option of getting all the work done at once. The resurfacing can be bid as part of the renovation project. If the work was done all at one time, there will be some cost savings, but there will also be more interest in companies that would like to do a bigger project. Mannik & Smith wanted to know about other projects, so the Observation Deck and Educational Pathway was discussed. Ms. Myers provided them a list of everything the Commission is working on right now to see if they could be rolled into the bridge project or the resurfacing effort. It is the consensus that it's a good thing to try and get everything done together to save money. If the Commission decides to go that route, it's important that the contractors make sure they bill separately. Ms. Russell then brought up the Rochester bridge that needs to be done to get a consistent look. It was important that the Commission and the Township Parks & Rec will own the project designs. A question was posed about the observation deck – if it will be design/build, was there engineering built into the costs. Ms. Myers indicated it still will be a design/build, but there would be money put aside for engineering that would make sure it's in the right place. It could be rolled right into the bridge renovation and resurfacing, engineering was not involved in the cost. Resurfacing itself will be about \$300,000. This project will come before the Board before it goes out to bid. The Friends Group may be interested in funding the engineering for the observation deck or the Tienken pathway. Ms. Myers was asked to get more information on total costs for different options and bring this back for discussion and approval next month.

APPROVAL: Joint Meetings with Oakland Township Parks & Recreation Commission: Ms. Myers would like to know member's availability for a 6:00 p.m. joint meeting on October 11th at Oakland Township Hall. Based on a straw vote, there will be a quorum for this meeting. Ms. Myers will send an email to confirm attendance. There will be another joint meeting on October 30th. On December 19th prior to the regular Trailways Commission meeting, a joint meeting will be held to present the final design to both organizations, address final comments and

separate agency motions to accept final design and continue the bidding process for construction. All meetings will be confirmed by Ms. Myers.

DISCUSSION & APPROVAL: Paint Creek Trail Resurfacing – Engineering Consultant:

This issue was discussed under the Bridge 33.7 Renovation.

2017 Labor Day Bridge Walk & Run Report: Ms. Myers reported the event was very successful and posted pictures on the website. Everyone had a great time and loved the orange bags. No one complained about the lack of fudge and the donuts were a huge success. A few more volunteers would have been helpful. Everyone was thanked for their participation in this event -- staff, volunteers, and sponsors. It was suggested that the Commission should have approved the suggested donation to the Bike Lids for Kids program as it was not authorized by the Commission. Ms. Myers explained when the Friends Group was coordinating the event, they reached out and partnered with the RHFD and Rochester Schools to have the suggested donations be provided to the Bike Lids for Kids program, as it meets the Commission’s goals of teaching children about trail courtesy and bike safety. Since the offer was already accepted by the program, and because we only had 6 weeks to plan for Labor Day instead of an October walk, there wasn’t an opportunity for additional Commission discussion. Ms. Myers made an executive decision to honor the commitment to the program, and not rescind the offer. Because we will have more time next year, it will be handled differently with more input from the Commission.

MANAGER’S REPORT: In addition to the written report, Ms. Myers reported that the dam at Clarkston/Kern will be removed this week. This has not been advertised on social media. All benches have been delivered. Ms. Myers provided a budget expense/revenue report through the end of September – it was suggested this information be provided quarterly. The legal budget is up for the year and Ms. Myers detailed it was not all one project.

COMMISSIONER REPORTS: Everyone appreciated all the work on the Labor Day Bridge Walk event. Ms. Steele reported that Orion Township sold their property at 2510 Orion Road, so that is official - 14.5 acres is owned by the DNR behind the house. The trail now officially touches Bald Mountain State Park.

ADJOURNMENT:

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

Ayes: All Nays: None

MOTION CARRIED.

NEXT MEETING: October 17, 2017 at 7:00 p.m. – Paint Creek Cider Mill

Respectfully submitted,

KRISTEN MYERS, Trail Manager

HANK VAN AGEN, Secretary