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REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION

Held at the Paint Creek Cider Mill Building, 4480 Orion Road
Oakland Township, Oakland County, Michigan 48306

CALL TO ORDER: The Tuesday February 17, 2015 meeting was called to order by Chairperson Becker at 7:00 p.m.

Voting Members Present: Rock Blanchard, Linda Gamage (*enter 7:05 p.m.*), Stephanie Morita, Kim Russell (*enter 7:03 p.m.*), Alice Young, Andy Zale

Voting Alternates Present: Mike Bailey, David Becker (*voting until 7:05 p.m.*), Lisa Sokol (*enter 7:28 p.m.*)

Non-Voting Alternates Present: Lynn Loeb

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

Voting Members Absent: Neal Porter, Maureen Thalmann

Alternates Absent: Dale Hetrick, Martha Olijnyk, Steve Sage, Richard Schultz, Donni Steele

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 Zale, ***Moved***, to approve the February 17, 2015 agenda as presented.

Ayes: All Nays: None

MOTION CARRIED.

PUBLIC COMMENT: None

CONSENT AGENDA:

- a. Minutes – January 20, 2015 Regular Meeting, approve and file
- b. Treasurers Report – January 2015, receive and file

The Minutes of January 20, 2015 were removed from the consent agenda.

MOTION by Blanchard, seconded by Russell, ***Moved***, to approve the consent agenda as amended.

Ayes: All Nays: None

MOTION CARRIED.

Correction to Minutes: Page 4, Commissioner Reports, lines 2 and 4, add the words “Oakland Township Parks and Recreation” before the words “Master Plan”.

MOTION by Morita, seconded by Young, ***Moved***, to approve the Minutes of January 20, 2015 as amended.

Ayes: All Nays: None

MOTION CARRIED.

APPROVAL OF INVOICES: Ms. Myers presented the invoices in the amount of \$10,934.40. In addition to the recorder's monthly fee, this amount includes a Chase Card purchase for database storage, and the Manager's 1st quarter wages and FICA. The estimated unrestricted fund balance is \$73,000.

MOTION by Blanchard, supported by Young, *Moved*, to approve the invoices presented for payment in the amount of \$10,934.40 and orders be drawn for payment.

Ayes: All Nays: None

MOTION CARRIED.

APPROVAL: Temporary Permit Request – A Beautiful Mind 5K Walk/Run, June 20, 2015:

Ms. Myers introduced Mr. Mike Cosentino representing American Liberty Financial, the sponsor and organizer of the event. Mr. Cosentino explained all proceeds from the event will be donated to the University of Michigan Health System, and they will start from the park in Rochester, going to Dutton Road and back. Approximately 100-200 participants are anticipated.

MOTION by Bailey, seconded by Gamage, *Moved*, to approve the temporary permit for the Beautiful Mind event on June 20, 2015, pending receipt of the application fee and insurance paperwork.

Ayes: All Nays: None

MOTION CARRIED.

DISCUSSION: 2015 Commission Goals: Ms. Myers reported there was great response from the members on the grading system. There was a sorting error on some of the goals done by category, but an email was sent out putting them in the proper order. The goals are broken down by both category and total score. Coordination of trail surface grading ranked first, with hiring the bike patroller and coordination to address vandalism at Clarkston/Kern coming in as a tie for second. Commission discussion ensued. Regarding the surface grading, the subcommittee completed extensive work on this last year and made a recommendation to have someone look at it and submit a bid on the grading and repair work. Ms. Myers reported the bid came back at \$12,000, so the Commission decided to ask each community grade the portions of the surface needing repair, thereby extending the life of the last resurfacing effort. Ms. Myers was asked to send the subcommittee's report to the new members. In the spring this could be reactivated. The Administrative goals will be handled either by the Manager or the Personnel Subcommittee. Ms. Myers is working on the first three Master Plan goals, and a subcommittee is handling the fourth goal. Under Programs and Events, the Trail Etiquette/Bike Safety Subcommittee will be setting up a meeting. The Recognition Subcommittee will have a recommendation next month. Under Policies, Ms. Myers indicated the Maintenance Memo of Understanding and the In-Kind Services Memo of Understanding with member communities needs further discussion by the Commission. The maintenance memo should include restroom care. Ms. Myers will work on the drafts. All three Maintenance goals should be priorities. Ms. Myers will work with Orion Township staff to coordinate the vandalism issue and restroom maintenance and check to see how the camera is working out. The Long Term goals are either in progress or on the radar. The Commission will revisit these goals periodically to measure progress.

DISCUSSION/APPROVAL: Legal Services RFP: Per the discussion last month, Ms. Myers has written a draft letter that would be attached to an RFP advertising for as-needed legal services taking into account what the pro bono attorney can do for the Commission. It was suggested the proposals be submitted electronically. The first sentence under Fees to be Charged should be changed to read "your proposal should specify a flat fee, an hourly rate and a combination". The RFP should be sent to the Michigan Townships Association and the Michigan Municipal League. The proposals should be received two to three weeks after the ad is published. A list of the current board members should be attached to the RFP. Results will be on the April agenda.

UPDATE: Trail User Survey: Ms. Myers indicated Dr. Pat Piskulich of Oakland University is not able to bid on or facilitate a survey this year. A survey is not budgeted this year. The Commission needs to define how the survey will be taken, trail users only or a mailing. Clinton River Trail recently completed an informal survey, perhaps they could be contacted to see who they contacted and how they got their information. They are going to do another survey on the trail in the spring. Unless there is a real need for a survey right now, the Commission should budget for a scientific survey in the future. Work needs to be done now to determine what kind of information will be usable to the Commission. Ms. Myers was asked to provide the old survey to the members as an informational item. If other communities are planning surveys, perhaps the Commission could partner with them or get specific questions included on their surveys. It is important to understand why the survey is being done and what the goal is. Ms. Myers explained that MSU's 2004 survey on the trail was to help obtain tourist data and trail improvement suggestions as they were surveying trails across the state, with grant money from MDOT. They found that the trail was a local trail, not a tourist destination. It was suggested that we get survey results of other communities along the trail; this information could be valuable to the Commission to help plan our survey. The Master Plan survey contains questions and information very similar to what is proposed for the trail user survey – much of the information is contained in this survey, how is this different from what is proposed? Ms. Myers explained the Master Plan survey was not a scientific survey, with measurable data and demographic analysis. This issue will be kept on the radar.

MANAGER'S REPORT: There is nothing to add to the written report. Ms. Myers was asked if Rochester mentioned anything about the Dinosaur Bridge. Ms. Myers indicated she has been working with Mr. Vettraino and Ms. Milos-Dale on this as they are thinking about applying for grants. They are trying to combine the repair of the two bridges for cost savings. It was suggested that Ms. Myers look into adding Instagram to the Facebook and Twitter accounts.

COMMISSIONER REPORTS: The Village of Lake Orion Council will be holding a public hearing next Monday on the Paint Creek Trail extension report put out by the Oakland County Economic Development and Community Affairs office. A copy of the report is available on their website. The June 6th National Trails Day event will take place in the Village of Lake Orion, and CJ's Café will again provide the lunch.

ADJOURNMENT:

Upon motion by Young, seconded by Zale, the Chairperson adjourned the Regular Meeting at 8:25 p.m.

Ayes: All Nays: None

MOTION CARRIED.

NEXT MEETING: March 17, 2015 at 7:00 p.m. – Paint Creek Cider Mill

Respectfully submitted,

KRISTEN MYERS, Trail Manager

ANDY ZALE, Trailways Secretary