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Paintcreektrail.org

REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION
Via Teleconferencing – GoToMeeting
Access code: 48855573, or by phone 1-872-240-3212

CALL TO ORDER: The Tuesday, November 17, 2020 Regular Meeting was called to order by Chairperson Blanchard at 7:05 p.m.

Voting Members Present: Rock Blanchard, Frank Ferriolo, Steve Sage, Dan Simon, Donni Steele, Jeff Stout, David Walker

Voting Alternates Present: None

Non-Voting Alternates Present: Robin Buxar, Theresa Mungiola, Martha Olijnyk, Clara Pinkham

Village of Lake Orion Non-Voting Member Present: None

Voting Members Absent: Linda Gamage

Alternates Absent: Chris Barnett, David Becker, Chris Hagen, Ann Peterson

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

Village of Lake Orion Non-Voting Alternate Absent: Vacant

Others Present: Melissa Ford, Trail Manager, Chris Gray, Assistant Trail Manager, Sandi DiSipio, Recording Secretary

PLEDGE OF ALLEGIANCE: All rose and recited the Pledge.

VIRTUAL MEETING ANNOUNCEMENT: Chairperson Blanchard stated the purpose of the electronic meeting is to maintain social distancing and comply with the Michigan Department of Health and Human Services Emergency Order. The Paint Creek Trailways Commission will provide reasonable and necessary auxiliary aids and services for individuals with disabilities with advance noticed. Please contact the Trail office at manager@paintcreektrail.org or 248-651-9260 at least 72 hours in advance. The video conference can be accessed by downloading the app GoToMeeting, the meeting number is 48855573. Public comment and questions will be accepted during the meeting at an appropriate time. Please silence your audio and wait for direction from the Chairperson. Please be advised there will be a three-minute limit for public comment. You may also send correspondence regarding this meeting to the Paint Creek Trailways office addressed to 4390 Collins Rd., Rochester, Michigan 48306. You may also email your comments of concerns to manager@paintcreektrail.org. A copy of the meeting materials may be found on the Commission's website or may be reviewed at the Commission office by appointment.

Per the new virtual meeting requirement, all members stated their name, that they are attending virtually, and where they are calling in from - Rock Blanchard, Rochester Hills; Frank Ferriolo, Oakland Township, Dan Simon, Oakland Township; Robin Buxar, Oakland Township; Clara Pinkham, Rochester Hills, Dave Walker, Rochester Hills; Jeff Stout, Orion Township; Steve Sage, Rochester; Theresa Mungiola, Rochester Hills; Martha Olijnyk, Oakland Township; Donni Steele, Orion Township.

APPROVAL OF AGENDA:

MOTION by Simon, seconded by Steele, *Moved*, to approve the November 17, 2020 agenda as presented.

Roll Call Vote:

Ayes: Blanchard, Ferriolo, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

PUBLIC COMMENT: None

CONSENT AGENDA:

- a. Minutes – October 20, 2020 Regular Meeting, approve and file
- b. Treasurers Report – October 2020, receive and file
- c. Resolution #2020-005 – 2021 Meeting Schedule

MOTION by Stout, seconded by Steele, *Moved*, to approve the Consent Agenda as presented.

Roll Call Vote:

Ayes: Blanchard, Ferriolo, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

APPROVAL OF INVOICES: Ms. Ford presented the list of invoices totaling \$2,430.03. In addition to the recorder's monthly fee, this amount includes credit card charges for GoToMeeting for the November meeting, postage/stamps, reflectors and native grass seed for the Pollinator Garden, framing for K. Myers' Resolution, and a MasterLock for the new Kiosk; invoice for Mounted Patrol Services for August 2020, annual payment to Accident Fund Insurance for Worker's Compensation Insurance, and printed envelopes with new logo. Estimated unrestricted fund balance is \$80,000.

MOTION by Stout, seconded by Sage, *Moved*, that the invoices presented for payment are approved in the amount of \$2,430.03 and orders be drawn for payment.

Roll Call Vote:

Ayes: Blanchard, Ferriolo, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

DISCUSSION: Limited Access Permit Request, 1759 W. Gunn Rd., Oakland Township:

Ms. Ford indicated the property owner, Ms. Dawn Kelley, is attending the meeting virtually. She explained earlier this year staff received photographs from members of Oakland Township Parks staff of new dirt being added to the trail right-of-way from a private residence. She contacted the homeowner to ask her to remove the dirt because it was in the right-of-way. Unfortunately, we didn't get her initial response due to email issues, so a second request was sent out and contact was made. Ms. Kelley filled out an application for the permit which was submitted to the Licensing Committee for review. The Committee has reviewed and discussed the request and made a recommendation which is included in the packet. Mr. Walker hoped everyone reviewed the description and photos included in the packet, and explained we have 50 feet on either side of the trail that we try to maintain in its natural state. We also like to see common access points, not individual access points from every resident; that's not the intent of the trail. We don't want to see every house with its own access as we try to maintain the trail in its natural state.

Unfortunately, by adding dirt to what the previous owner had started, they buried the natural ground cover. Also, by spreading the dirt they collared some of the larger trees, so it's not a favorable position for the Committee to approve burying the ground cover, endangering the trees and creating individual access points for every resident. With this in mind, the Committee is making a recommendation to the Commission that the homeowner remove the excess dirt that they placed there, spread the remaining dirt so it does not impact the larger trees and return the

area to its native natural state. Ms. Kelley commented when she moved in two years ago the path was already there. She didn't touch any trees; it was just a dirt path that had some holes. She has young children riding their bikes on the existing path and they were falling. She just took dirt from her yard to fill in the holes. She didn't widen the path, nor take out any bushes. She apologized she didn't realize she had to send something to the Commission as she was just filling in the holes. The previous owner had put some plastic down, and she also added dirt to cover this. Ms. Steele referred to the photos which are dated April and May, and some later photos are dated in August; she asked if the latest pictures show how it looks now. Ms. Ford displayed a photo taken today showing the dirt on our right-of-way. Mr. Ferriolo said one of the things that has come up in the past relative to permits for access is that while the homeowner is trying to make it convenient for them to access the trail, it also invites people to access their property from the trail. It's a two-way setup that is inadvertently being set up; your own privacy may be interfered with. This should be a concern for the homeowner. If the path goes back to its natural state, it won't prevent the resident from going out to the trail, but it may blind those using the trail from seeing easy access to private property. Mr. Simon commented once the path is returned to its natural state, instead of being able to ride into the trail, you can safely walk the bikes through the path, and once on the trail, get back on the bikes to ride and enjoy it. He agrees with the recommendation provided by the Committee. Ms. Kelly stated the access path looked the same when she moved in and is confused about what the natural state is – she didn't change anything to it or make it wider, only added a little dirt. Ms. Buxar lives in the vicinity, and agreed there was an access path there for many years, but the concern is the additional dirt. Chairperson Blanchard stated the Commission wants the neighbors to enjoy the trail, but we've found that there are so many individual access points where there could be more of a community access point. Every access point has its own issues, e.g. erosion or people leaving the trail onto private property to explore. Many of these requests will be denied for those reasons. He agrees with the recommendation provided. He thanked the applicant for coming and suggested if she has any questions to get with Ms. Ford.

MOTION by Stout, seconded by Steele, *Moved*, to approve the recommendation from the Licensing Committee as presented denying the limited access permit request at 1759 W. Gunn Road.

Roll Call Vote:

Ayes: Blanchard, Ferriolo, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

DISCUSSION/APPROVAL: Eagle Scout Project – Ludlow Kiosk: Ms. Ford indicated Mr. Parker Dayton is attending virtually to discuss his project to replace the kiosk at the Ludlow/Woodward crossing in Rochester. He will be using the same plans that the other two Eagle Scout candidates have been using for the kiosks that have already been replaced. Mr. Dayton introduced himself, stating he is from Troop 356 out of Rochester. Mr. Dayton gave a presentation of his project. He displayed engineered designs of the plan showing the kiosk assembly and detailed layouts of all measurements and angles, including the doorframe and Plexiglas, (a portion of the presentation then cut out). Mr. Dayton said the Commission is welcome to use these plans to aid in future Eagle projects. Chairperson said these are great diagrams and thanked Mr. Dayton for them. Mr. Simon looked at the time schedule listed for the project and asked if he thought the project would be completed by 11/30. He asked if Mr. Dayton has the money raised yet for the project. Mr. Dayton said the goal is to get donations for the supplies, so he won't have to do as much fund-raising. He is on track to fund raise a good amount of money. Mr. Simon commented the 30th is only 13 days away and asked if the project would go into December or January. Mr. Dayton said the project would go into December a couple of days, but because of the orders for on-line schooling, he expects to be able to put more

time and effort into the project. Mr. Simon asked if he has reached out to Dillman & Upton. Mr. Dayton said yes, they asked him to gather a material list and send it to them to see what they can do. Ms. Ford asked the applicant if he will be able to remove the existing kiosk himself or if staff should request that Rochester complete this. Mr. Dayton would appreciate if Rochester could remove it. Mr. Sage will coordinate this with the City of Rochester. Mr. Ferriolo asked the applicant if he will be installing the kiosk himself or will he have help. Mr. Dayton said he will be asking other scouting families and friends to help with the installation. Ms. Ford added that Mr. Dayton helped the other Eagle Scout with the Gallagher kiosk. The Commission thanked Mr. Dayton for his interest in completing this project and the detailed drawings he provided. If there is a place Commissioners can drop off cans to help with fund raising, let us know. Mr. Simon asked the applicant to please follow the COVID restrictions. Any questions can be provided to Ms. Ford, and Good Luck.

MOTION by Sage, seconded by Simon, **Moved**, to approve the project as presented.

Roll Call Vote:

Ayes: Blanchard, Ferriolo, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

DISCUSSION: Paint Creek Trail Signage Project – Wayfinding Signage Locations

(Atwater to Gallagher): Ms. Ford stated the Branding Committee has met and displayed a rendering of the first half of the wayfinding signs proposed for the trail from Atwater to Gallagher Road. It shows what would be on both the north and southbound sides of the trail. Each of the signs would have three locations to direct trail users, either using mileage or arrows. Also listed with symbols are trail amenities users would find at the locations. We have discussed a possible three-sided sign at certain locations, e.g. at the new connector bridge to tell people coming off the bridge which way to go. She has spoken to the sign shop about the proposed sign because the original wayfinding signage is just two-sided. Information was sent the people who do the design work to see if the three-sided signs can be completed, and she is waiting to hear back from them to see if they can do this and what the cost increase would be to change the design on some of the signs. Information should be received soon. Mr. Steele asked for an explanation of the signs at Atwater. Ms. Ford explained what would be on each side of the wayfinding sign located on the opposite side of the trail from the gateway sign. Ms. Steele asked if there was going to be gateway or wayfinding signs in the Village. Ms. Ford said there will not be a gateway sign in the Village, but the Village will have a kiosk near the Art Center. That's not technically trail property that we maintain. Downtown Lake Orion has adequate wayfinding signage, so the Committee thought it would unnecessary to add any other signage there. Mr. Blanchard likes the three-sided sign especially at the new connector bridge, and congratulated Orion Township staff on this great project and asset to the trail. Ms. Ford indicated a motion is not needed at this time, as the Branding Committee will meet again and plan to present the Commission with signage for the second half of the trail next month. At that time an approval for all the signs will be requested if that is agreeable to the Commission. Mr. Blanchard asked if all funding for the signs is secured. Ms. Ford explained where the funds are coming from, and confirmed all the signs are funded.

DISCUSSION: 2021 Draft Budget: Ms. Ford indicated she did not hear any changes requested by the members from what was presented last month, so the budget has not changed. Mr. Sage brought up the patrol increase to his Council, and there was no objection. Ms. Steele thanked staff for doing a nice job putting the budget together.

MOTION by Steele, seconded by Simon, **Moved**, to approve the 2021 budget as presented.

Roll Call Vote:

Ayes: Blanchard, Ferriolo, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

MANAGER'S REPORT: In addition to the written report, Ms. Ford indicated although she was supposed to hear from the DIA and the County about the art project and COVID grant over the weekend, she has not heard and will follow up. The CAPTCHA has been removed from the website, so hopefully everyone has an easier time accessing the materials. Mr. Ferriolo said even though the CAPTCHA has been removed, he found on all his devices the site is slow to respond on the click to open up. He's concerned for people who want to use the website that the hesitancy may cause a resistance to use. We want to make use of the website as convenient as possible. Many Commissioners expressed the same problem. Mr. Ferriolo suggested looking for an alternative hosting firm if this persists. Ms. Ford said she had a discussion with Ms. Steele about this issue this week and will be looking into another hosting provider after the beginning of the year. Mr. Simon stated the DIA project would be great to have on the trail and thanked staff for pursuing this effort. Mr. Sage added a Rochester Council member works for the DIA and will provide the contact info to staff. Ms. Ford stated the safety signage is up and positive feedback has been received. She displayed photos of the new reflectors that have been installed on the fence at the Pollinator Garden. The stairs at Bridge 33.7 are planned to go in the first week of December weather permitting. The sizing of the lumber has been changed slightly, but the design remains the same.

COMMISSIONER REPORTS: Ms. Steele said the Garden looks great, and asked about the possibility of fixing some of the guardrails around the Kern Road parking lot; it's really bad especially with the new bridge connector. This area would also be great location for a picnic table. Mr. Stout indicated there was a great turnout for the ribbon cutting at the new connector bridge, and also finished up the Joslyn connector this week. He then thanked the Licensing Committee – it's never a fun job to say no, but he feels we said no very professionally tonight. Mr. Walker asked if there was an update on the DTE licensing fees. Ms. Ford thanked Mr. Walker for the contact information and indicated DTE paid last year's invoice, and now the Licensing Committee needs to work with them to get the contract renewed. Ms. Pinkham thanked staff for the new safety signs. Mr. Simon said someone reported to him that during the week in mid afternoons, there is a motorcycle going up and down the trail towards the northern end. He also reported that Oakland County got their parks and rec millage passed and one of their plans is to offer a granting program for local units of government. They want to help connect resources and create shared interconnected trails and facilities; just giving a heads-up. Mr. Blanchard commented election of officers needs to be done next month, so if anyone wants to serve as an officer next year, please let him and staff know. Mr. Ferriolo commented this is his last meeting as he is leaving Oakland Township as a Trustee. He really enjoyed his experience on this Commission, and didn't realize how enjoyable it would have been five years ago coming in. As a resident, you have no idea how much is involved in taking care of and maintaining the trail by four municipalities, and it's a great feeling to have experienced. Back when the Commission started, everyone had the right perspective. He learned what that perspective was, and appreciates and cherishes it. This experience has been wonderful and he appreciates having worked with each and every person. The Chairperson thanked Mr. Ferriolo for all the work he's done for the Commission, and suggested he can still be a part by joining up with the Friends Group. Everyone thanked Mr. Ferriolo for his service and input, and wished him good luck. Happy Thanksgiving to all!!

ADJOURNMENT OF REGULAR MEETING:

MOTION by Ferriolo, seconded by Simon, *Moved*, to adjourn the Regular Meeting at 8:10 p.m.

Roll Call Vote:

Ayes: Blanchard, Ferriolo, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

NEXT REGULAR MEETING: December 15, 2020 at 7:00 p.m. – Paint Creek Cider Mill

Respectfully submitted,

MELISSA FORD, Trail Manager

DAVID BECKER, Secretary