



4393 Collins Road
Rochester, MI 48306
(248) 651-9260
Paintcreektrail.org

REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION
Via Teleconferencing – GoToMeeting
Access code: 768622053, or by phone 1-872-240-3212

CALL TO ORDER: The Tuesday, December 15, 2020 Regular Meeting was called to order by Chairperson Blanchard at 7:00 p.m.

Voting Members Present: Rock Blanchard (exited between 7:08 and 7:15 p.m.), Linda Gamage, Steve Sage, Dan Simon, Donni Steele, Jeff Stout, David Walker

Voting Alternates Present: Robin Buxar, Clara Pinkham (voting between 7:08 and 7:15 p.m.)

Non-Voting Alternates Present: David Becker, Theresa Mungiola, Martha Olijnyk

Village of Lake Orion Non-Voting Member Present: None

Voting Members Absent: Frank Ferriolo

Alternates Absent: Chris Barnett, Chris Hagen, Ann Peterson

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

Village of Lake Orion Non-Voting Alternate Absent: Jerry Narsh

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 meeting will be held electronically by video conferencing through GoToMeeting.com. The video conference can be accessed by downloading the app GoToMeeting, the meeting number is 768622053. Public comment and questions will be accepted during the meeting at any appropriate time. Please silence your audio and wait for direction from the Chair of the meeting. 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 4393 Collins Rd., Rochester, Michigan 48306. You may also email your comments or concerns to the 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 – Dan Simon, Oakland Township; Jeff Stout, Orion Township; Robin Buxar, Oakland Township; Donni Steele, Orion Township; David Walker, Rochester Hills; Clara Pinkham, Rochester Hills; Steve Sage, Rochester, David Becker, Rochester, Linda Gamage, Rochester, Theresa Mungiola, Rochester Hills; Martha Olijnyk, Oakland Township; Rock Blanchard, Rochester Hills.

As Mr. Blanchard is having technical difficulty, Vice-Chair Steele took over the meeting at 7:08 p.m.

APPROVAL OF AGENDA: Discussion of the Manager's Evaluation was added prior to the Approval of the 2020 Final Amended Budget.

MOTION by Walker, seconded by Buxar, **Moved**, to approve the December 15, 2020 agenda as amended.

Roll Call Vote:

Ayes: Buxar, Gamage, Pinkham, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

PUBLIC COMMENT: None

CONSENT AGENDA:

- a. Minutes – November 17, 2020 Regular Meeting, approve and file
- b. Minutes – November 24, 2020 Special Meeting, approve and file
- c. Treasurers Report – November 2020

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

Roll Call Vote:

Ayes: Buxar, Gamage, Pinkham, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

As there are new Commissioners attending the meeting, Mr. Becker suggested they introduce themselves so the Commission can welcome them. Ms. Ford indicated Mr. Ken Elwert and Mr. Chris Shepard, new Commissioners for Rochester Hills starting in January, are both attending. Mr. Elwert, Director of Parks and Natural Resources, introduced himself and said he is attending to see how things are going before his first meeting. Mr. Shepard who works in the Department of Public Services and lives in Rochester Hills, introduced himself.

Chairperson Blanchard returned at 7:15 p.m. and took over the meeting.

APPROVAL: 2020 Per Diem Report: Ms. Ford hoped everyone reviewed the report. An updated report was forwarded to the members today as one Commissioner had incorrect information. We are at \$4,620 before this meeting. Based on a projected \$420 for the December meeting attendance, the total is \$5,040 for the year.

MOTION by Steele, seconded by Simon, **Moved**, to approve the Per Diem Report as presented, and payment be authorized.

Roll Call Vote:

Ayes: Blanchard, Buxar, Gamage, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

APPROVAL OF INVOICES: Ms. Ford presented the list of invoices totaling \$47,782.94 before per diems are added. In addition to the recorder's fee for two meetings, this amount includes credit card charges for GoToMeeting for the December meeting and trail supplies; invoice for legal services, invoice for Mounted Patrol Services, MSG invoice for the Bridge 33.7 stair design survey/staking, invoice for two bench installations at the Pollinator Garden, two invoices for the Rochester Sign Shop, one for the Garden sign and one for the balance for the trail signage installation, staff's annual phone service, rent and postage as of November 25th, 4th Qtr wages and FICA for three positions and shared copier costs, and staff mileage reimbursement. Adding the per diem amount of \$5,040, total invoices presented is \$52,822.94. Estimated unrestricted fund balance is \$85,000.

MOTION by Steele seconded by Sage, *Moved*, that the invoices presented for payment are approved in the amount of \$52,822.94 and orders be drawn for payment.

Discussion on Motion: Ms. Olijnyk stated she's not clear on why MSG thought LJ Construction had permission to direct them for the survey/staking. Ms. Ford explained LJ had been under the impression that we would be going with MSG to do the inspection, and they went out on Wednesday, the day after our meeting, to do the staking before she had a chance inform them that we had decided to use Oakland Township for inspection. That work would have had to be done anyway, and the Building Inspector for Oakland Township would not have been able to do it, so we would have been stuck without this being done. Ms. Olijnyk said going forward, our project manager should be taking direction from us, not from a construction company. We need to make sure this doesn't happen again. Ms. Ford agreed. Mr. Blanchard called the question.

Roll Call Vote:

Ayes: Blanchard, Buxar, Gamage, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

RECOGNITION: Louis Carrio, Jr., Darrin Dobbs and Bud Clark for contributions to the Paint Creek Trail:

Mr. Blanchard indicated we are recognizing a few individuals that we thought stood out as far as helping with the trail and the work they've done. First, Mr. Carrio and his wife, for the work with the Friends Group and their work on the Pollinator Garden. Ms. Ford has put together a certificate to present to him for everything done on the Garden project. The Friends Group is in good hands with Mr. Carrio as their leader - congratulations and thanks. The other individuals are Darrin Dobbs and Bud Clark from Rochester Hills. Mr. Blanchard said that the Rochester Hills Parks Department did a lot of work toward the garden this year. They watered the plants during the spring drought; Mr. Dobbs was the leader of that group. They also moved rocks, put up a temporary fence, and a lot of different things for the Commission that they wouldn't normally be doing. The Commission really appreciates the extra work. Ms. Ford added we are very appreciative of the work Mr. Dobbs and his team did to help the garden thrive this year; they are a real reason for its success. We've received many accolades from people who love the garden and we appreciate the work and the partnership we have with the City. Mr. Clark is not attending the meeting, but Ms. Ford explained he works in the sign shop for Rochester Hills and has been a big help this year as we've put more signs on the trail than normal, especially with COVID and social distancing. Mr. Clark has done a great job getting these signs to staff in a timely fashion, and we appreciate all his work. Certificates are in process for both of them to thank them for their support of the trail.

UPDATE: Louis Carrio, President – Friends of the Paint Creek Trail: Mr. Carrio summarized topics from their annual meeting and a bike event next May. He introduced Ms. Jean McBride who is the volunteer coordinator who has worked with the Garden and getting resources. As she got involved with the Garden she pursued the Master Gardner course, has put in a lot of work and has been a real asset. At the December Friends meeting, board members were voted in who elect the officers. A slide showing the seven board members for the next two years was displayed. They include the trail's bike patroller and Ms. Pinkham who has agreed to be Secretary/Treasurer. All officer terms are for one year. Another slide relative to the Garden was displayed. Mr. Carrio said he looked backed at all the grants and contributions in support of the Garden and what the expenses have been; and commented they spent everything that was contributed or granted. There are a few more expenses to incur, but if no further contributions are received, he will draw off the general funds of the Friends Group. He explained that the Friends have applied for, and expect to be granted, official status as a Monarch Waystation, which is predicated on applying for it and being able to demonstrate that the plants in the Garden are in support of the Monarch butterfly population. Another slide was displayed relative to things to think about in the future. The bike rack at the site was previously discussed, and Ms. Ford has

someone willing to donate a Free Little Library. When looking at the sign, Mr. Blanchard made the observation that people really don't know if they should walk in the Garden. It has been suggested that a stone path, between 9 and 12 feet be installed in front of the sign, between the trail and the sign for people to stand. Six plants currently have signs with QR codes to see how they weather over the winter. There are 15 varieties of plants there, so if it works out, we'll probably add (tape cut out for a bit) recognized as supporting plants for pollinators. The Rochester Garden also adds annual plants. Working with Ms. Ford, a ribbon cutting ceremony date has been established during Pollinator Week, June 21-27th, depending on what the COVID situation is. There may be an opportunity to expand with some tall grass or shrubs around the edges of the Garden, which is something Ms. McBride could help with. We should consider developing more educational materials that would be helpful as we might conduct on-site educational sessions with school or youth groups. Mr. Blanchard commented the Garden looks great and is excited about educational sessions. Mr. Carrio said Ms. McBride has completed the on-line class for Master Gardener. This certification requires 40 hours of volunteer work, and after that, 20 hours of volunteer work per year. MSU provides the course she took – they visited the Garden and approved it for the purpose of candidates for Master Gardener. The Garden can be made available to others who are seeking the same certification or need hours, and Ms. McBride would coordinate those activities. The approved work for a Master Gardener does include providing on-site education groups. Ms. Carrio asked Ms. McBride to elaborate further. Ms. McBride commented as she went through the course, she started learning about the volunteer requirements and what the goal is for the gardeners. A vast resource exists for them to use at the Pollinator Garden. She was volunteering before she took the course. Considering she has to put in 40 hours in the next year, she feels she will accomplish this at the garden. MSU has a number of approved projects in every county in the State; several hundred in Oakland County alone. She summarized a few projects, and explained they can't be for profit for anyone. The Pollinator Garden is the perfect opportunity, and MSU was encouraged and pleased by the amount of educational materials there. They said they would approve the project, and encouraged the classes and training for any group. She has completed the proposal, but it hasn't been sent in yet. Mr. Carrio forwarded it to Ms. Ford and Chairperson Blanchard. He explained that it's a communication that asks MSU to certify the garden for volunteer work, and opens the door for Ms. McBride to have other volunteers work in the garden. Ms. McBride explained she told the MSU Coordinator she has some approvals to go through before its made official. Mr. Carrio added there is no cost to anyone, it's just a process of formalizing the status of the garden. Ms. McBride referred to the pathway in front of the sign. That's a perfect example – she would put that out on the website for Master Gardeners who need to fulfill volunteer hours; she's sure people would take care of that for us. They would also weed, help diagnosis pest problems and anything else that relates to the garden. Ms. Mungoli asked how many Master Gardeners are out there that need to do volunteer work. Ms. McBride said there are hundreds of Master Gardeners in Oakland County that are maintaining their certification, and there are numerous locations where this can be done. Mr. Carrio commented MSU's website lists all of the different projects available. Ms. Olijnyk thinks this is great and appreciates Ms. McBride for doing this and staff supporting it – she supports it because there is a lot of work to maintain the garden in the future. If we have volunteers that need hours, this can be great service. Mr. Blanchard asked if the application approval can wait until January as the Commissioners have not received a copy, or does the Commission want to grant Ms. Ford administrative approval for the project and to forward it to MSU.

MOTION by Steele, seconded by Buxar, *Moved*, to allow Ms. Ford to administratively approve the application.

Roll Call Vote:

Ayes: Blanchard, Buxar, Gamage, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

Mr. Carrio has one more topic – every year the Friends Group has a major fundraiser, which is a bike ride on the trail starting and ending at a restaurant or a pub, with stops along the way. In talking with Steve Johnson, who now manages the ride on the Friends behalf, he, the Friends Group and Ms. Ford all agree it's probably not a good idea to anticipate a group of 150-200 people riding on the trail next May. We've come up with a virtual charity bike ride. People would sign up, pay a \$30 entry fee per adult and ride the trail during a two-week period between May 1-14, and pick up a goody bag at Oat Soda in Lake Orion, which is the destination. They would complete the 20-mile ride as individuals or small groups at their discretion. All of the proceeds would benefit the Friends Group. Registration would be done online. The Commission thanked Mr. Carrio and the Friends Group, and looks forward to the event. Ms. McBride was also thanked for all her work.

APPROVAL: Officer Elections: Chairperson Blanchard opened the floor for nominations or for a slate. Ms. Buxar nominated Ms. Steele for Chairperson if she accepts. Mr. Becker indicated he can't nominate anyone, but suggested a slate after talking to a few people on the Commission. The slate includes Ms. Steele as Chairperson, Ms. Olijnyk as Vice-Chairperson, Mr. Walker as Treasurer and Mr. Becker as Secretary. He can't make the nomination, but if someone agrees, they could nominate the slate.

MOTION by Buxar, seconded by Simon, *Moved*, to nominate the slate of officers as presented. Nominations were closed.

MOTION by Sage, seconded by Stout, *Moved*, to elect the slate of officers as presented.

Roll Call Vote:

Ayes: Blanchard, Buxar, Gamage, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

Ms. Steele thanked the Commission for their vote of confidence and noted she will not be in attendance at the January and February meetings. Congratulations to the new officers.

DISCUSSION: Electric Personal Mobility Devices: Ms. Ford handed discussion over to Ms. Gray as she did the bulk of research on this topic. Ms. Gray indicated staff has had a couple of complaints and Ms. Ford has actually seen an individual riding a one-wheel type device. A photo was displayed of the device. She indicated they can go pretty quick, up to 30 mph depending on the model. In her research, she found that the DNR considers them motorized. The Huron Clinton Metro Parks and Michigan Airline Trail prohibits them. Based on them being motorized and not an electric bike, the recommendation is that they be prohibited. Mr. Sage asked if they are not motorized – they are electric? Mr. Blanchard believes they are electric. Mr. Sage said our signage indicates motorized vehicles are prohibited, does it prohibit any electric devices? Someone could say it's not a motorized device. Ms. Ford indicated signage says no motorized vehicles. Mr. Blanchard said some motorized vehicles are powered by electric and some by gas. He asked what kinds of electric bicycles were allowed. This device is not a bicycle and doesn't know how it can be stopped. Personally, he thinks this device is pretty dangerous, and has seen the individual on the trail going at a good speed. Mr. Becker thinks electric motors are actually motors, and prohibiting the said device would not be a bad idea since we have precedence from other trails. He feels the way to do this is rather than single them out with a motion tonight, we might want to have Ms. Ford look at our policy on motorized vehicles in which we allowed Class 1 and 2 electric bikes, and add this particular device in as something that is not allowed on the trail in the listing of what's allowed or not allowed. If it's not listed, we may want to consider it. If we decide to ban them, include them with the other devices that we've prohibited. Mr. Simon commented we've approved some electric bikes, and would like to see an example of this device. A photo was displayed for the members. Ms. Gray indicated it's similar to a hover board or a

segway. Ms. Gamage isn't sure why we allowed certain electric bikes, but not others – was it because of speed? Mr. Becker recalls it was basically on speed capabilities, and distinguishing a Class 1 or 2 electric bike from a regular bike. Apparently, the Class 3 was more obvious to see. Ms. Gamage explained there is a way to stop the one-wheel device, and there are two types. One maxes out at 15 mph, and other can go up to 30 mph, so they are similar, but two different types; she's not sure if they are classified in any way. She remembers electric bikes have the type and classification posted somewhere on the bike, so you could tell if they met certain standards. She's not sure if there's a way to do this with one-wheels. Because the complaints received may be about one user, have the complaints been in the same location, and is there a way we could address this with the person causing the issue rather than painting a broad stroke at this time. Ms. Ford has seen the individual go by the office and has seen him using the new connector at Clarkston/Kern. If it's the same person, she feels he uses the bulk of the trail. The person who sent the complaint lives between Dutton and Silverbell. If she saw him from the office, there's no way she would be able to catch up with him. Ms. Gamage said we have a bike patroller and mounted patrol during the regular season, and we probably won't have an issue once there's snow and ice on the trail, but would hate to put something in place that would be difficult to enforce based on one complaint and one user, when it might be able to address that based on safe usage of the trail. Mr. Carrio said he has seen a different vehicle on the trail, an electric single wheel unicycle that has flashing lights, moving rapidly and weaving in and out. He also commented on the e-bikes – it's not just the speed. The other differentiation among e-bikes is whether you have a battery that assists with the pedaling or one that motors along by itself. The Class 1 is a pedal assist, no throttle and 20 mph max; Class 2 is the same maximum, but you don't have to pedal; Class 3 is a pedal assist with no throttle, but can go up to 28 mph. There's a big difference between one that goes by itself like a motorbike and one that gives you a little help with the pedals, but you still have to pedal it yourself. Ms. Steele wouldn't differentiate between motorized and non-motorized because the State declared the e-bikes non-motorized. Mr. Blanchard said we need to do a little more research before we decide what to do. He feels we could possibly add this into what our policy says about e-bikes. Mr. Becker suggested when we discuss this next month, maybe Ms. Ford could come back with a proposal on how to implement this restriction if we want to do that. Mr. Simon commented there are many other electric vehicles that we may also need to take a look at to see what's allowed or not.

REPORT: 2020 Summary of Events and Accomplishments: Ms. Ford would like to submit the report to approve filing it. Mr. Becker feels we should pat ourselves on the back as this is a very impressive list of accomplishments – he thanked Ms. Ford, Ms. Gray and Mr. Carrio for the work on the Pollinator Garden. Chairperson Blanchard said staff has done a terrific job this year working through all the COVID restrictions, getting all the major projects done, the grants we received and managing the budget. Congratulations staff!!

APPROVAL: Manager's Evaluation: Mr. Blanchard offered staff the option of leaving the room during the discussion, but they don't have to, it's up to them. If any Commissioner prefers they leave during the evaluation discussion, please say so. Ms. Buxar indicated it's up to the employee if they want to sit in on the evaluation or not. Mr. Carrio suggested the non-Commissioners sign off now, which they did. Mr. Blanchard continued. Staff has done a terrific job. The Personnel Committee met and discussed the evaluations that everyone returned. Overall, out of a score from 1 to 5, the rating for the Manager was 4.7. Great comments were received from the members about working relationships and response time. The bike patroller report was previously sent to the communities, and now will be forwarded to the Commission. Strong points were budget management and securing the grants. Mr. Becker seconded the previous comments and feels staff does an outstanding job. The grants have been very helpful to the Commission (tape cut out). Ms. Buxar apologized for not submitting the review, as she

thought that Mr. Ferriolo would have. She spoke with him today, and he said he did not submit the evaluation. She feels Ms. Ford does an excellent job, as well as Ms. Gray. Mr. Ferriolo's one issue was the website, which was fixed. She commended Ms. Ford on preparation and the accomplishment summary which is very helpful to members who weren't present at every meeting. Mr. Blanchard remembers asking Ms. Ford if she ever takes a day off because he gets emails all the time; that's how dedicated she is. Ms. Gray is the same way – both women are part-time employees, but they spend full time hours helping the trail. We are fortunate as the trail is in great hands; he thanked them for all their hard work and dedication. Some issues with maintenance came up and they discussed having an annual meeting with the Parks Directors of each community. Mr. Blanchard learned from Ms. Ford that the entire trail is covered by Adopt-A-Trail groups as far as clean-up, etc. This is great. He reiterated staff is part-time but their dedication is more than that. The Personnel Committee talked about how we can reward them for that; we have already proposed the budget for a 2% increase for staff, but came up with the idea of a one time bonus for each of the staff. Proposed is a \$1,000 bonus for the Manager, and a \$500 bonus for the Assistant Manager. We need a motion for this, and then the 2020 budget can be amended if the Commission agrees.

MOTION by Steele, seconded by Simon, *Moved*, to approve a 2% raise for the Manager and Assistant Manager, including a \$1,000 bonus for the Manager and a \$500 bonus for the Assistant Manager and to amend the budget for 2020 and 2021 accordingly.

Discussion: Mr. Becker suggested the words “one time” be included in the motion relative to the bonus. Ms. Steele agreed to amend her motion. She commented it was an extremely challenging work environment, and we're still in the same environment. To continue moving and making projects move forward took more tenacity this year. She suggested that a compilation of suggestions made during the evaluation be given to Ms. Ford so they can be worked on. Mr. Blanchard indicated this information will be given to the Manager. Ms. Buxar commented that despite the fact that she thinks both employees did an excellent job and is not sure if we considered the 2% raise – that's one issue. To also issue a bonus, she has a lot of issues with that right now in this environment with what's going on – people are losing their jobs, being laid-off or furloughed. Things are still shut up – it's hard times for everyone and the only ones that seem to be moving forward at the taxpayer expense (can't hear) .. we're issuing bonuses. She has a real problem with that. She works in the private industry; we didn't get raises this last year or bonuses. She has a hard time agreeing, despite the good job, but we have all had trying circumstances this year. She does not support issuing bonuses this year. Mr. Stout agrees with certain aspects of what was just said, but thinks the PCT has served as the medication for a lot of people during this year and the two people at the helm of that ship are Ms. Ford and Ms. Gray. He does not have a problem with the 2% increase and the bonus structure. Every time he has sent an email to staff, he gets an immediate response, and that means a lot. Mr. Blanchard agreed this has been a trying year, but we've had additional projects going on that we don't normally have on the trail this year, and staff has not missed a step. They managed things well. The Personnel Committee felt maybe it would be better to recognize them this one time rather than building it into a salary; that's why it was proposed. Ms. Gamage asked about the grant recently received and what it was for. Mr. Blanchard said if it was COVID related, it could be used for salaries and expenses related to COVID when staff had to work extra hours or buy supplies. Ms. Ford confirmed it can be used for salaries, rent, other expenses related to COVID such as PPE, printing signs; mostly this grant is being used retroactively so it covers expenses already paid out from March 1st to the end of the year. She will be submitting invoices for rent, salaries, supplies and printing the signs to cover the \$30,000. Ms. Gamage asked if this could cover the bonuses. Ms. Ford said the money has already been spoken for, but there are considerable cost savings in salary because the grant is covering a portion of salary for the year. Ms. Olijnyk feels if the grant doesn't cover the bonuses, the fact that some of the salary is covered means that there's not an

official expense that would be going out to the taxpayers. She appreciates all the hard work, staff did a great job this past year and deserves this bonus. Ms. Buxar said the jobs are part-time jobs, and would ask everyone if they did a good job at their job this year and everyone would say yes. She's not discrediting staff, but it seems government keeps increasing their pay and everything else is suffering. Ms. Steele appreciates Ms. Buxar's comments, but if she looks at this like a personal sector type business, the more grants that we can get should be rewarded. That one grant is one half of our annual budget. Mr. Blanchard called the question.

Amended Motion:

MOTION by Steele, seconded by Simon, *Moved*, to approve a 2% raise for the Manager and Assistant Manager, including a one time \$1,000 bonus for the Manager and a \$500 bonus for the Assistant Manager in 2020 and to amend the budget for 2020 and 2021 accordingly.

Roll Call Vote:

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

Nays: Buxar

MOTION CARRIED.

DISCUSSION/APPROVAL: 2020 Final Amended Budget: Ms. Ford said the bonuses come out of the 2020 budget, which needs to be amended prior to approval. The 2% increase was already approved for 2021. It was suggested that Ms. Ford amend the budget and come back; we can proceed with Commissioner Reports in the meantime. Ms. Steele indicated the motion included the budget amendment. Ms. Ford said the \$1,500 expense would come off the bottom line and decrease the fund balance by \$1,500. She will revise the budget and return so the members know the budget they are approving. Ms. Ford returned and asked if the invoices need to be updated and re-approved to pay the approved bonuses. Mr. Blanchard said the invoices need to be amended and re-approved. Ms. Ford indicated she also had to adjust the budget to reflect taxes for FICA taxes. Mr. Blanchard suggested the two new invoices for payment can be taken care of with a motion. Ms. Ford indicated the two invoices for the bonuses plus FICA taxes equal \$1,615.

MOTION by Walker, seconded by Simon, *Moved*, that the two new invoices presented for payment are approved in the amount of \$1,615 and orders be drawn for payment.

Roll Call Vote:

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

Nays: Buxar

MOTION CARRIED.

Ms. Ford displayed the amended 2020 budget – she indicated where the bonuses and adjusted FICA are listed, and where the transfer to the fund balance is shown as \$21,638. The unrestricted fund balance at the end of the year is \$83,483. The rest of the budget remains unchanged from what was forwarded today. Mr. Walker asked how the transfer to fund balance started at \$41,438, and then it dropped to \$23,253, and now it's at \$21,638 – what changed? Ms. Ford said the difference between the \$41,438 and \$23,353 was the invoice from the sign company for \$19,000 which was received yesterday, which dropped it down significantly. This is mostly a reimbursable grant, so we will be getting some of this money back from the DNR once the invoices are submitted.

MOTION by Sage, seconded by Walker, *Moved*, to approve the 2020 final amended budget as presented.

Roll Call Vote:

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

Nays: Buxar

MOTION CARRIED.

MANAGER'S REPORT: In addition to the written report, Ms. Ford displayed photos of the new stairs at Bridge 33.7 and explained the silt fencing has to stay in until we get vegetation

growing through the mats to prevent erosion – that’s a DEQ requirement. The signs have been going up and she displayed photos of some of them. Ms. Ford will send photos of all the signs to the members when available.

COMMISSIONER REPORTS: Ms. Mungoli thanked everyone for their work. Ms. Olijnyk said the new signs look great. Mr. Shepard said it’s nice to meet everyone. Ms. Gamage welcomed the new members and thanked everyone who worked on subcommittees. Mr. Becker thanked everyone on the Commission. Mr. Sage asked if the sign project will be completed in the spring. Ms. Gamage indicated the final locations and text for the wayfinding signs will come as a recommendation for approval in January. Ms. Pinkham thanked everyone for the time she had on the Commission, she really enjoyed it and looks forward to working with the Friends Group. Ms. Steele thanked the AdHoc Committees for making the Commission meetings go smoother. She suggested the Recognition Committee get together so we can recognize the leaving members at a celebration next year. Mr. Walker welcomed the two new members from Rochester Hills. Mr. Simon said Oakland County was awarded a grant from the MNRTF to purchase almost 230 acres of property at Lake George Road near the Lost Lake Park. Mr. Blanchard said he was on the Commission for 24 years and it’s been a passion for him. He’s enjoyed working with all the dedicated members and values everyone’s time on this Commission. Everyone expressed sincere thanks and appreciation to Mr. Blanchard for his many years on the Commission and also to Ms. Pinkham for her service – you both will be missed. Happy Holidays to all!!

ADJOURNMENT OF REGULAR MEETING:

MOTION by Gamage, seconded by Buxar, *Moved*, to adjourn the Regular Meeting at 9:10 p.m.
Roll Call Vote:

Ayes: Blanchard, Buxar, Gamage, Sage, Simon, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

NEXT REGULAR MEETING: January 19, 2021 at 7:00 p.m. – Paint Creek Cider Mill

Respectfully submitted,

MELISSA FORD, Trail Manager

DAVID BECKER, Secretary