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REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION
Rochester Municipal Offices
400 Sixth Street, Rochester, MI 48307

CALL TO ORDER: The Tuesday, July 20, 2021 Regular Meeting was called to order by Chairperson Steele at 7:01 p.m.

Voting Members Present: Brian Blust, Ken Elwert, Steve Sage, Donni Steele, David Walker
Voting Alternates Present: Julia Dalrymple, Dave Mabry
Non-Voting Alternates Present: Theresa Munglioli, Martha Olijnyk
Village of Lake Orion Non-Voting Member Present: Jason Peltier (*enter 7:10 p.m.*)
Voting Members Absent: Robin Buxar, Linda Gamage, Jeff Stout
Alternates Absent: David Becker, Ann Peterson, Chris Shepard
Village of Lake Orion Non-Voting Alternate Absent: Jerry Narsh
Others Present: Melissa Ford, Trail Manager, Chris Gray, Assistant Trail Manager, Louis Carrio, President of the Friends Group, Sandi DiSipio, Recording Secretary

PLEDGE OF ALLEGIANCE: All rose and recited the Pledge.

APPROVAL OF AGENDA:

MOTION by Blust, seconded by Elwert, ***Moved***, to approve the July 20, 2021 agenda as presented.

Ayes: All Nays: None

MOTION CARRIED.

PUBLIC COMMENT: Ms. Shelley Donoughe, 1030 Prairie View Ct., Oakland Township, MI, came forward and introduced herself. She is a regular all-season trail user and summarized her concerns with the allowance of e-bikes. She has experienced issues she feels are worthy of either revisiting why they are allowed on the trail or what we can do to help them be more courteous to make a better experience for everyone. She encountered a group of joy-riders being totally reckless where people were jumping out of their way; it was very dangerous. She is concerned that we have increased the likelihood of an accident that could be severe. She wants an explanation of how the class 1 and 2 bikes were permitted as the trail is a non-motorized trail, and these bikes are considered not to have a motor when they have a motor. She suggested revisiting the class 1 and 2 bikes and find that the class 1 works better for the trail environment since it doesn't propel users immediately to 20 mph, you have to pedal to get there. Maybe we could opt out of allowing these bikes on the trail altogether, or requiring a permit for use. Stoney Creek Metropark doesn't allow them on their trail along with their pedestrian traffic. As far as courtesy goes, she suggested more signage on the trail to remind users. The signs posted that asked people to walk in line were helpful. She also suggested enlisting volunteer trail patrollers to remind users of courtesy. Chairperson Steele thanked Ms. Donoughe for her comments, and explained the State deemed these bikes as non-motorized, which allows them to be on the trail. The Commission had to make a choice of opting out as they were automatically allowed by the DNR

on all trails, unless we chose to say we don't want them. As a Commission, we chose to allow class 1 and 2, but declined on the class 3. We have the option to go back and reverse this decision if we choose to. We are 2-1/2 years into that decision and there has only one other similar comment, so she's not sure if it's time to revisit this issue yet. Ms. Ford added staff receives complaints about cyclists generally, and occasionally about the e-bikes. Every trail user group has other users they find fault with. Ms. Steele doesn't want to discount what Ms. Donoughe said, because the Commission is always working on courtesy and making the trail better, and she likes the idea of trail patrollers. Mr. Louis Carrio, President of the Friends Group, commented he and his family have e-bikes but feels the issue on the trail is bikes in general. He is passed numerous times by regular bikes as they are the ones that are speeding. The problem is not with e-bikes without exception. Mr. Elwert suggested if the Commission is going to conduct a user survey in the future, a general question could be asked about people's experience with this issue.

CONSENT AGENDA:

- a. Minutes – June 15, 2021 Regular Meeting, approve and file
- b. Treasurers Report – June 2021

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

Ayes: All Nays: None

MOTION CARRIED.

APPROVAL OF INVOICES: Ms. Ford presented the list of invoices totaling \$17,976.73. In addition to the recorder's fee, this amount includes credit card charges for postage, trail supplies and water for the Pollinator Garden Ribbon Cutting, a replacement air hose for a Fix-It Station, a Memorial Bench and GoToMeeting charge for July; Michigan Municipal's annual insurance premium, 2nd Qtr. wages and FICA for the 3 staff positions, shared copier costs and CPR staff training, and legal services. Estimated unrestricted fund balance is \$60,000.

MOTION by Elwert, seconded by Walker, *Moved*, that the invoices presented for payment are approved as presented in the amount of \$17,976.73 and orders be drawn for payment.

Roll Call Vote:

Ayes: Blust, Dalrymple, Elwert, Mabry, Sage, Steele, Walker

Nays: None

MOTION CARRIED.

UPDATE: Licensing Agreements: A memo was included in the packet. Ms. Ford indicated Solaronics has received an offer on the property, there is no anticipated closing date at this time and according to their attorney, there will be a lengthy due diligence period. In the interim, Solaronics is planning on continuing to use the property as intended in the agreement. She spoke with the intended buyer of the property and he believes the building in its current form is basically functionally obsolete. He is looking to redevelop it in a mixed-use fashion, but the present zoning doesn't accommodate this type of use. He is in discussions with the City to see if his proposal is feasible, and will keep the Commission updated as this moves along. Regarding the other license agreements, staff continues to gather the historical documents requested by the attorney. With the trail and the fact we have agreements with the DNR, there is a conversion process with property – we have to make sure that all our agreements have the right documentation in place. Staff has to review all the grant agreements to make sure what's specified in them is what's occurring. Ms. Ford will keep the Commission updated. Mr. Elwert explained how the conversion process works. Ms. Ford believes the Dillman & Upton property went through this process. Mr. Walker indicated that this a necessary evil, we have to do this and get the records cleaned up, and from then on we know what we're up against. Ms. Ford added the Commission has not invoiced anyone for license fees this year yet which is a big chunk of the budget, and asked if we should invoice them or hold off. Mr. Walker stated we need to talk about this, as we're losing the year quickly. Ms. Ford hopes to have this issue wrapped up in a month

or two. Chairperson Steele suggested if this is not resolved in a month or two, we send out the invoices.

UPDATE/DISCUSSION: Labor Day Bridge Walk: Ms. Ford indicated documents were placed out tonight updating the information contained in the packet. On behalf of the Fundraising Committee, Mr. Elwert indicated they updated the form and made a couple contacts. They added a new \$500 sponsorship level for one entity – they get their own table and sign provided at the event. Trader Joe’s signed today to provide food. Mr. Walker would like to solicit fellow Commissioners for any contacts or ideas for sponsors. He contacted Back to the Beach Runners for the premier sponsor; they can’t do it this year, but will provide donuts for the event. Ms. Steele indicated Orion had an event and didn’t go to the restaurants for sponsorship, they went to insurance agencies and others completely different as they didn’t lose ground during the pandemic as much. Ms. Steele would like to be a sponsor. Ms. Ford also has a check from Mr. Blust’s family. Ms. Mungoli and Mr. Peltier will also sponsor. The volunteer activity form was also provided to the members. Ms. Olijnyk indicated the form was pared down a bit because they found in the past, they had more volunteers than were really needed. A lot of activities are handled by staff internally. Volunteers are needed the day before and the day of the event to gather and prep all the materials, put them up in the morning and clean up after. She understood the Friends Group was going to handle the merchandise, so they are listed as taking care of that table. Previously there was an information table with the glass container for donations, but it was not manned as Commissioners were around to answer any questions. She’s done registration before, and only two or three people are needed for that. Ms. Olijnyk would appreciate any Commissioner that can be there – just let her or staff know. Mr. Carrio indicated the next Friends meeting is schedule for August 12th and participation in this event is on their agenda. He will also be setting forth a proposal for sponsorship at the \$250 level. In the past, they have had a staffed information table, and has talked to Ms. Ford about a parallel table arrangement with Ms. Trent where there will be information about the garden, which will be a companion to what she’s doing. He will bring more information back to the next meeting. Ms. Ford said she and Ms. Gray had a meeting with Ms. Trent of the Rochester Pollinators last week and they are planning on having a table there and sponsoring. They will have information on pollinators in general, and if we are going to hand out seeds there is a process the seeds have to go through in order to be planted in the spring and germinate properly. They would have something demonstrating this process. Staff will work with them on getting a list of all the pollinator gardens available for the public to visit to hand out to people. She asked if Commissioners are aware of gardens in their communities, to please pass this information on. Ms. Mungoli read a post about a Girl Scout trying to build a pollinator garden as part of her Eagle Scout project, and will pass this info to Ms. Ford. In terms of promotional items, Ms. Ford said there are two handouts on the tables tonight. She mocked up a couple different sticker options as discussed at the last meeting, and has gotten quotes from internet and local vendors. The prices vary depending on the vendor. Information on the seeds was also provided – we would have to purchase them from Michigan Wildflower Farm. The plants themselves are more expensive and a lot more prep work is involved. The purple coneflower seed is the least expensive at \$80/lb, and staff anticipates handing out 300-350 packets at the event. One pound of seed makes about 150 of the packets, so we need at least two pounds. She talked to Mr. Carrio about the stickers and selling them instead of handing them out as an option. She asked for Commissioner input. Ms. Steele likes the logo sticker. Given the wayfinding initiative we are going under now, Mr. Blust supports the sticker with the new trail logo. Ms. Ford stated the lowest price for the logo sticker is .72 each. She added the City waived the application fees, so we have an extra \$185 in the budget that can be used towards something else. We originally had \$318 budgeted for promotional items. Ms. Olijnyk is in favor of the purple coneflowers because they attract bees, and likes the logo sticker – we could do one pound of seeds, not everyone will opt for the seeds over the sticker. Mr. Walker asked about packaging the seeds and the amount of labor involved. Ms. Ford explained they will have to divide the

seeds into the packets and put a label on them – she will need help with this. She doesn't plan to use a scale to get the exact amount of seeds per package, but hopes to just use a spoon or scoop to divide them up. The stickers could be given out at the event, and any left could be sold by the Friends Group. Ms. Ford likes the blended idea because everyone won't want a sticker, and we will have the Pollinator Group there. Mr. Peltier has scales at his restaurant and offered to take care of dividing the seeds. He loves the logo sticker, but also likes the 8.9 sticker as people resonate with the mileage. 500 of the stickers is \$360, and one pound of seeds is \$80. Mr. Elwert will volunteer, and Ms. Ford will contact the Eagle Scouts and Adopt-A-Trail groups if they would be interested in volunteering. Ms. Olijnyk asked the Fundraising Committee to let her know what kind of food has been donated when available in order to set the volunteer schedule up.

MOTION by Sage, seconded by Elwert, to approve \$500 for the purchase of 500 logo stickers and one pound of purple coneflower seeds as the promotional items at the Labor Day Bridge Walk event on September 6th.

Roll Call Vote:

Ayes: Blust, Dalrymple, Elwert, Mabry, Sage, Steele, Walker

Nays: None

MOTION CARRIED.

DISCUSSION: PCTC Records Scanning: Ms. Ford and Mr. Elwert have been in early discussions and he's reached out to the staff at the Rochester Hills Museum at Van Hoosen Farm; they have an ongoing project for the Rochester Hills' records. Mr. Elwert said they are a division of his department. Based on Ms. Ford's rough number of how many boxes and files in the Trailways office, his part-time archivist has given a rough estimate of about 500 person hours to go through the information to sort. This does not include any actual archiving or putting it in a computer if that is required. The Museum staff is booked up through 2023 with work they are doing for Rochester and Rochester Hills. They are happy to do it, but pending Rochester saying not to do their work first, he doesn't see it as a realistic possibility in the near future. Mr. Sage said Rochester has a three-year agreement with the archivist, and may not need the full three years for their work. Ms. Steele asked Ms. Ford to reach out to the vendor doing the work for the Polly Ann Trail – which she will do.

INFORMATIONAL: Knotweed Management Workshop: Ms. Ford indicated that Oakland County Cisma approached staff about doing this workshop. Knotweed is an invasive species on the trail. They are conducting one session in Milford and one in Lake Orion where they will show the public how to identify and manage this species, and treatment techniques using the knotweed on the trail. The flyer is included in the packet. Please feel free to attend.

MANAGER'S REPORT: In addition to the written report, Ms. Ford said the ribbon cutting for the Pollinator Garden was held last month. Thanks to everyone who attended and to Mr. Walker who served as the emcee. The event was well attended and the Commission congratulated the Friends Group for this project. The Branding Committee took all the suggestions from last month relative to the wayfinding signage and made some decisions regarding the text and design. She's talked to the Sign Shop about the changes and they've provided new proofs and are moving forward with the project. The DIA Inside|Out Project is out, and the five pieces look great; they will be up until late October. The trees have been planted at Dillman & Upton, and they are finishing up the fence. She spoke with Mr. Blanchard about the recognition ceremony – he does not prefer to have this done at the Labor Day Bridge Walk, and gave his availability for the next couple of months and would prefer a weekday over a weekend. We need to determine a date for the ribbon cutting so we could honor him at that event and also determine if we want to honor all the other recipients at the same time or at a meeting. Ms. Olijnyk feels it's nice to have a public event so the public can see some of the people that have contributed to the trail and thank them.

She prefers to honor them with an event. It's the Commission's call, but if we have a lot of people to honor, we may want to spread it around, maybe some at the Bridge Walk and some at another date to be determined. Ms. Steele suggested honoring five individuals, based on years of service, at the ribbon cutting in addition to Mr. Blanchard, and then the other five at Trails Day next spring or at a meeting. Ms. Ford will work on securing five individuals to honor at the ribbon cutting, and the others at a later date. Orion Township laid the cement for a new fix-it station at the new bridge. She has put out an RFQ to eight contractors for the split rail fence project at Foley Pond, but no one submitted any quotes. The plan is to reissue the RFQ and find other vendors to submit it to, and asked if anyone has any contacts or suggestions. Mr. Elwert commented they have fencing on back order for three months and asked if they post the request on MITN. Ms. Ford said they don't have access, and has to go through Rochester Hills. She did not submit it this time as it's not a big project. She also indicated the cost is covered through a grant so the money has to be spent and the project completed by the end of September. Ms. Ford explained we got funding when we did the resurfacing project because of possible cost overruns as the bids came back extremely high, so \$200,000 was eliminated out of the project. We approached the DNR and they gave us \$60,000 to use for cost overruns. Resurfacing came in under budget by \$100,000 so we didn't need to use that money. The DNR said we could use the money for something else, so that's how this project came about. Ms. Steele will reach out to Orion Township about this project. The Paint Creek Junction project is coming along – they've cleared all the woody vegetation, completed the grading and installed most of the culverts.

COMMISSIONER REPORTS: Mr. Elwert thanked all the sponsors that signed up tonight for the Bridge Walk event.

ADJOURNMENT OF REGULAR MEETING:

MOTION by Elwert, seconded by Sage, *Moved*, to adjourn the Regular Meeting at 8:16 p.m.

Ayes: All Nays: None

MOTION CARRIED.

NEXT REGULAR MEETING: August 17, 2021 at 7:00 p.m. – Rochester Municipal Offices

Respectfully submitted,

MELISSA FORD, Trail Manager

DAVID BECKER, Secretary