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REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION
Paint Creek Cider Mill
4480 Orion Road, Rochester, MI 48306

CALL TO ORDER: The Tuesday, September 21, 2021 Regular Meeting was called to order by Chairperson Steele at 7:00 p.m.

Voting Members Present: Ken Elwert, Linda Gamage, Steve Sage, Donni Steele, Jeff Stout, David Walker

Voting Alternates Present: Dave Mabry

Non-Voting Alternates Present: David Becker, Julia Dalrymple (*exit 8:10 p.m.*), Theresa Munglioli, Chris Shepard (*enter 7:15 p.m.*)

Village of Lake Orion Non-Voting Member Present: Jason Peltier

Voting Members Absent: Brian Blust, Robin Buxar

Alternates Absent: Martha Olijnyk, Ann Peterson

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 Elwert, seconded by Gamage, *Moved*, to approve the September 21, 2021 agenda as presented.

Ayes: All Nays: None

MOTION CARRIED.

PUBLIC COMMENT: None

CONSENT AGENDA:

- a. Minutes – August 17, 2021 Regular Meeting, approve and file
- b. Treasurers Report – August 2021

MOTION by Sage, seconded by Stout, *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 \$9,382.01. In addition to the recorder's fee, this amount includes credit card charges for locks for swing signs, bike fix-it station, PCTC banner, supplies, labels and advertising for the LDBW, invitations, postage, spikes and display boxes for the Recognition Ceremony, trail supplies, GoToMeeting for September; Mounted Patrol for June and partial July, varmint defiant trash cans, refreshments for the Ribbon Cutting/Recognition ceremony and the AED portable defibrillator. Estimated unrestricted fund balance is \$60,000.

MOTION by Elwert, seconded by Mabry, *Moved*, that the invoices presented for payment are approved as presented in the amount of \$9,382.01 and orders be drawn for payment.

Roll Call Vote:

Ayes: Elwert, Gamage, Mabry, Sage, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

APPROVAL: Resolution #2021-001 – Honoring Rock Blanchard: The Commission was asked to approve the following Resolution for Mr. Blanchard that was read at the Ribbon Cutting/Recognition Ceremony:

**PAINT CREEK TRAILWAYS COMMISSION
RESOLUTION HONORING ROCK BLANCHARD
RESOLUTION #2021-001**

WHEREAS, Rock Blanchard began his tenure with the Paint Creek Trailways Commission (The “Commission”) in 1996; and served on the Commission until 2020; and

WHEREAS, Rock served as Chairman of the Commission for fourteen of the twenty-four years of his membership on the Commission and Vice-Chairman for an additional seven years, and without fail, ran meetings in a fair and open manner, welcoming and encouraging all points of view on issues before the Commission; and

WHEREAS, Rock has been instrumental in the continued development of the Paint Creek Trail, and outreach of the Trailways Commission, and the advancement of the Paint Creek Trail; and

WHEREAS, during his tenure on the Commission, the trail grew to be recognized as a major regional recreational asset, was designated Michigan’s Millennium Legacy Trail in 2000, designated a National Recreation Trail in 2006, saw completion of the section of the trail in the Village of Lake Orion in 2019, and construction of the observation deck at Foley Pond in 2005; and

WHEREAS, during his tenure on the Commission, Rock played a vital role in the critical infrastructure Bridge 33.7 replacement, and was a key motivator in development of the Moutrie Pollinator Garden, and guided the Commission in innumerable other projects; and

WHEREAS, during his tenure with the Commission, Rock was a dedicated professional, loyal to the Commission’s mission to provide a natural setting for all segments of our population to engage in recreation and fitness activities, to enjoy nature, and to enhance the quality of life for trail visitors and area residents; and

WHEREAS, Rock’s efforts over his many years of service have contributed significantly to the Paint Creek Trail as well as to the Commission’s ability to provide exceptional service to the area residents and visitors that enjoy the trail, and his level of commitment to the Paint Creek Trail set a positive example for others to follow; and

WHEREAS, Rock’s commitment to high work quality and his dedication to the Paint Creek Trail and the Commission has proven to be a great asset to the Commission and to trail users; and

WHEREAS, his commitment to the Paint Creek Trail and the Commission leaves an invaluable legacy for trail users to enjoy far into the future.

THEREFORE, BE IT RESOLVED, that the Paint Creek Trailways Commission, by adoption of this resolution, honors Rock Blanchard for his outstanding leadership, his commitment to provide a superior trail for all trail users, and extends its sincere appreciation for his countless contributions, and the lasting, positive impact he has made during his years of dedicated service to the Paint Creek Trailways Commission and to Michigan’s trail users.

BE IT FURTHER RESOLVED, that the Paint Creek Trailways Commission extends to Rock Blanchard its hopes for continued success in all his future endeavors.

MOTION by Gamage, seconded by Stout, *Moved*, to approve the Resolution as presented.

Ayes: All Nays: None

MOTION CARRIED.

APPROVAL: Temporary Permit, Robin Winke – National Pancreas Foundation - 1st Annual National Pancreas 5k Walk – November 13, 2021: Ms. Winke is not yet present, so this item will be tabled until she arrives.

DISCUSSION: Friends of the Paint Creek Trail – Paint Creek Crawl 2022: Mr. Louis Carrio, President of the Friends Group, came forward and summarized the initial plans for the event. As a follow up to the last meeting when we discussed the possibility of holding the event, it was the consensus was it would be a fun event to hold as it gets people out on the trail and also a fundraiser for the Friends. He put together a white paper giving the history of the event and broke it down into core and optional components. Adding the optional components will add cost and complexity, but also fun. A question was asked if anyone has taken over Mr. Johnson's company and could offer support. Mr. Carrio said he contacted him, and his business has not been passed on to anyone and he knew of no one else who could provide these services, but did pass on contact information for the people he worked with previously, and his email list of people that had signed up for bike rides in the past – this is a big start. Mr. Carrio also received contact information to contact Event Racing who is affiliated with Hanson's Running Shop. He has talked to staff about scheduling the event for June 4th in conjunction with Trails Day, and integrating the activities of the ride with the activities of Trails Day. He is looking for guidance to whether this is a good idea that the Commission would support. He needs this support to take the plans to the next step, figuring a start/end point and go to other people for activities along the way. Mr. Peltier indicated he worked with Mr. Johnson and was a silent co-founder of Cruisin' for the Trails. He loves the idea and would love to help out in any way he can, perhaps a committee could be formed – he has lots of ideas and potential sponsors, and thinks it would be a great addition to Trails Day. There are a lot of locations in Lake Orion that could accommodate this type of event. Mr. Carrio thanked Mr. Peltier for his offer. Mr. Becker agreed with combining both events. Mr. Elwert asked if other events are scheduled on our trail or different trails on Trails Day. Ms. Gray indicated Leader Dogs usually has their Bark & Brew event on the same weekend. Mr. Elwert indicated Leader Dogs is doing their event at Griffin Claw. Ms. Steele asked if the Commission is being asked to participate in the event. Mr. Carrio said we don't know this until we know what the scope of the event will be, and feels the idea of setting up a committee to hammer out the details is great. Ms. Steele said she will volunteer, especially if Orion was involved in the event. Ms. Ford indicated Trails Day is normally in Orion as the Labor Day event is in Rochester. Lots of ideas were thrown out for the start/end locations to engage all the communities, and the committee could come up with details. Mr. Carrio believes there are some people from the Friends Group that would get involved with the committee. The event would be a morning event, starting at 8 or 9AM, ending at lunch. Ms. Steele suggested setting up a date for the Ad Hoc Committee to meet to define event details integrating it with Trails Day. Ms. Ford volunteered for the committee. The question was asked if the Friends Group would discuss this at their December meeting, but Mr. Carrio would like to get something going with the committee before the next meeting of the PCTC.

MOTION by Mabry, seconded by Sage, *Moved*, to save June 4th at 9:00 AM for the tentative Paint Creek Crawl 2022 on National Trails Day, subject to an Ad Hoc Committee consisting of Mr. Carrio, Mr. Peltier and Ms. Steele getting together prior to the next PCTC meeting, and bringing their report to the October meeting.

Ayes: All Nays: None

MOTION CARRIED.

APPROVAL: Temporary Permit, Robin Winke – National Pancreas Foundation - 1st Annual National Pancreas 5k Walk – November 13, 2021: Ms. Winke is now present, came forward and introduced herself as the Chair for the Michigan National Pancreas Foundation. Part of her Board is the Pancreas team at the University of Michigan. They are going on their fifth year of successful education events and decided they'd like to expand. They were anticipating doing a bowling event, but due to COVID, they would like to do a walk and are interested in

using the trail for a 5k walk on November 13th, with a rain/snow date of the 14th, from 11:30 to 2:30 p.m. Staff has received all necessary paperwork and fees. She is hoping to start at the Cider Mill as most people will be coming from Ann Arbor, and participants could go either way on the trail depending on weather conditions. She asked if parking would be a concern. It was mentioned this would be cider season, and the parking lot could be heavily used. Ms. Winke said if there were other alternatives, they could seek these out or carpool.

MOTION by Elwert, seconded by Gamage, *Moved*, to approve the Temporary Permit for the National Pancreas Foundation 5k Walk event on November 13th, with a rain/snow date of November 14th.

Ayes: All Nays: None

MOTION CARRIED.

REPORT: Labor Day Bridge Walk: A memo was included in the packet. Ms. Ford said approximately 180 attendees participated and the suggested donation program raised \$974 for the maintenance of the Moutrie Pollinator Garden. Everyone enjoyed the stickers and the seed packets. They also enjoyed the donuts from Knapp's, ice cream from Cookies & Cream, snacks from Trader Joe's and the water provided by the Friends Group. Photos taken by Mr. Ferriolo are posted on social media. Thank you letters will be sent to the generous sponsors and donors this week. Thanks to all the Commissioners and their families for their assistance and to Mr. Carrio and the Friends Group for their help. Thanks also to the sponsorship team who did a great job soliciting sponsors for the event; their totals are listed in the memo. Total cash sponsorships and donations at the event totaled \$2,643, and total expenses for the event were \$774 with the in-kind contributions and donations. Revenue minus expenses netted \$1,869. Thanks to everyone.

UPDATE/DISCUSSION: Paint Creek Trail Signage Project – Road Crossing Signage & Sign Installation: As mentioned at the last meeting, Ms. Ford indicated the quote for the road signs was misquoted for just eight, when we need 15 signs. A memo was included in the packet. In the chart, we thought it was going to be \$13,640 and the actual cost is \$27,750, so we are \$14,110 short. Luckily, a lot of the other projects that are being funded by the DNR's \$60,000 IBT Challenge grant came in under budget. The breakdown is listed in the chart, and the overall cost savings result in us being only \$3,125 short on the fabrication of the 15 road signs. The other issue that came up at the last meeting was sign installation. We have two sets of signage that need to be installed – the first one currently in production is the 12 wayfinding signs, one kiosk for Paint Creek Junction, and the three remaining gateway signs. The cost for installing these signs is \$5,950. She did talk to the Sign Shop and they came down on the price if we do both of the projects. The cost for the installation of the road crossing signs is \$4,500 (\$300 per sign). If we were to do the road crossing signs, with the cost savings from the other projects plus the cost of installation that would be \$7,625 we are short on that set of signs. And for the wayfinding sign installation, we have the fabrication fully paid for these signs because that is being funded by the Wilson Foundation, the cost is \$5,950. She is suggesting that we also use Wilson Foundation funding to pay for the installation of the wayfinding set of signs as we have funds left over there, we've paid a 50% deposit on that – we've paid out \$21,550 and owe another \$21,550, leaving us \$27,893 that is available of Wilson funds at the Community Foundation. We would use \$5,950 of that money. The remainder of this money is promised to Oakland Township. There is also another \$15,000 of that money that is still tied up with the DNR because it's a reimbursable grant from the MNRTF that's coming back, and that will go to Oakland Township because it's part of the Wilson funds. Ms. Steele asked the total cost and total shortage - how much short are we for the total project signage and installation. Ms. Ford responded for both projects, it's \$7,625 plus \$5,950; approximately \$14,000 for the entire project. Ms. Steele said we're \$14,000 short for the project and we're still giving Oakland Township close to \$22,000. Ms. Ford said \$20,000 plus the additional \$15,000 that's at the DNR. We originally promised them \$58,000, so they are getting less than originally thought, but the stairs cost more

than expected and we added on a lot more signage than we thought with the wayfinding signs and the cost has gone up since we were quoted. Ms. Ford talked to Ms. Milos-Dale this week, thinking we would probably give them about \$35,000. The only hiccup with that is the final accounting balance for the Bridge 33.7 project has not come in, and we added on the timber approach railing at the end of the project, and she expects an invoice from MDOT for at least some of that money. So, what we give them may be a little reduced. Ms. Steele said we are roughly \$14,000 short to finish the wayfinding and the road signage project, including installation, this year at these prices. She added that last year Oakland County offered a reimbursement grant of wages, rent and PPE of \$30,000, and this money was not included in the fund balance on the budget that was submitted last month. Ms. Ford said the members saw the budget for 2021 that we do in October, and it did not account that \$30,000 grant because we received this in December. The final amended budget in December will account for it, but not the budget for 2021. Ms. Steele said not wanting to go into the fund balance to be able to fund these projects, but we were given the one-time grant to reimburse – it would be nice to use these funds for capital projects. Ms. Ford said the \$30,000 was used to pay wages for two quarters, rent, PPE and some signage. When we talked last December about installing the first set of signs that was one of the rationales why we decided we could do that because we just got the \$30,000 and we had spent less than we thought for the year, as this grant was covering those expenses. Mr. Elwert said \$20,000 for Oakland Township is coming out of the Community Foundation, which brings the balance down to \$29,000. He asked if staff has talked to the Wilson Foundation specifically about this project. Ms. Ford has not asked if they would cover the installation, but they want us to spend the money. She will discuss it with them, but the plan is whatever is left over goes to Oakland Township and they are aware of that. If we spend the money on installation, Oakland Township will get a reduced amount. Mr. Elwert asked what the \$49,000 currently in the account is for. Ms. Ford stated the only other thing we are planning on doing at this point, is the other \$20,000 for the balance on the wayfinding signs. Once that is paid out, the rest goes to Oakland Township. Out of the \$49,000, \$21,550 is devoted to paying for the rest of the wayfinding signs, and the remainder to the township. She explained the road crossing signage – we have to come up with the funds for that because she's never spoken to the Wilson Foundation about the road crossing signs, only the wayfinding signage. Ms. Ford can ask them, but that would take an additional amount off from the amount going to Oakland Township. Ms. Gamage commented we are short \$14,000 on the entire sign project. We've told Oakland Township we were giving them \$27,000, but we have the extra \$30,000 from the Oakland County reimbursement. She asked if we are proposing to take the \$14,000 from the \$30,000 savings, and don't touch the \$27,000 for Oakland Township. Ms. Ford indicated this is an option. We have spent \$4,400 of the \$30,000 last year when we installed the gateway and kiosk signs, so basically \$25,000 is left. Ms. Steele said we still have the ability to take some of it from the Wilson Foundation, but you can't take it all because this wasn't part of the grant. Mr. Elwert suggested we go back and ask them to cover the extra signs on the trail, and take that all out of the Community Foundation account.

MOTION by Elwert, seconded by Gamage, *Moved*, to cover the balance of signage installation and additional signs and increase the corresponding budget to reflect the amount we received from the Oakland County grant for the labor out of the general fund.

Discussion on the Motion: Mr. Elwert commented if we dip into the Community Foundation funds, we are paying Oakland Township less. Ms. Ford indicated these are our funds, and what is going to Oakland Township is for Paint Creek Junction, so whatever we give to them is benefiting the trail. The township is short on this project, they need this funding to help offset their shortage. When she told Oakland Township \$35,000, that still makes them short \$60,000. Mr. Elwert said we don't have the \$30,000 reimbursement grant yet – Ms. Ford indicated we received this money last December, but it is not yet reflected on the final budget. When the

Commission sees the new 2022 budget next month, the \$30,000 will be reflected there. Mr. Elwert indicated his motion will keep Oakland Township whole by taking the money out of fund balance. Ms. Steele feels Oakland County probably will have more funding for more projects with the last stimulus money that was given out. Ms. Ford said with the motion, Oakland Township will be getting an additional \$15,000 in addition to the \$27,000. She added she is still waiting for the final paperwork from MDOT and the DNRs keep 10% back (\$30,000) until all the paperwork is submitted. The way she structured it \$15,000 is owed to Oakland Township from the money they gave us upfront for the bridge project - \$15,000 is coming back to the Commission but these funds are going back into the Wilson Foundation funds because that's where that money came from, and then it goes to the township. Ms. Ford added that the Sign Shop amended their invoice (included in the packet) for the wayfinding signage to include the installation costs. The other invoice received tonight for the road crossing signs – the installation cost is fixed, but the fabrication price could change as we have not yet heard from the Road Commission relative to their approval. She is not asking for approval of that invoice tonight, it will be brought back next month for approval. The Commission thanked Ms. Ford for getting the installation price reduced.

Roll Call Vote on the Motion:

Ayes: Elwert, Gamage, Mabry, Sage, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

DISCUSSION: License Agreements: Ms. Ford doesn't have anything further to report as staff has been very busy with the two events this month, the signage project and several grant reports that were due and has not had the time to look into the files. We talked two months ago that if we haven't made any progress on this, we would go ahead and bill the licensees this year. She proposes we use the numbers the Committee recommended, updating the fees up to where they should be, and a letter from Ms. Steele and Ms. Ford will be included with the invoices explaining the increase, as we haven't been charging them the correct amount and they should expect to hear in early 2022 to discuss revising the license agreements. Ms. Steele summarized the letter will explain we are still working on the license agreements but are asking for the increase in prices and the new agreements will follow next year. Mr. Walker suggested the letter state we are not making these increases retroactive back to when it should have happened, just going forward.

MOTION by Walker seconded by Sage, *Moved*, to send out the invoices reflecting the corrected 2021 fees with an explanation letter relative to the new license agreements.

Roll Call Vote on the Motion:

Ayes: Elwert, Gamage, Mabry, Sage, Steele, Stout, Walker

Nays: None

MOTION CARRIED.

MANAGER'S REPORT: In addition to the written report, Ms. Ford indicated she received an updated application from the Lake Orion DDA for the Turkey Trot, but are still waiting on the insurance information and fees. The treatment of the phragmites and knotweed occurred the week of August 18th in Rochester Hills and Lake Orion. The Fixit station was installed adjacent to the Van Tassel Bridge – thank you to Orion Township Parks & Rec. The time period for the Iron Belle Challenge grant from the DNR has been extended to September 30, 2022. The next Friends of the Paint Creek Trail meeting is scheduled for December 9th at 6:30 PM at the Cider Mill – it's a pot luck meeting and all are welcome. There has been a lot of clearing at Paint Creek Junction and the site looks good. The contractor completed both entrances and concrete pads, and believes all tasks with the exception of the restroom installation will be completed by the end of September including all plantings. They still need to bring in a bulldozer to do final grading before seeding and laying erosion control blankets. Relative to the fencing project, she had a site

visit with American Fence and went to both sites; right now they are waiting for the supplier to deliver the materials, and they are hoping it will be in next week.

COMMISSIONER REPORTS: Mr. Elwert said the new drinking fountain has been ordered for the Tienken site. Ms. Gamage said her Adopt-A-Trail group will be doing a clean-up on 10/16. She suggested the National Trails Day event be family oriented, as the crawl will probably involve more adults – she will do some brainstorming on ideas. Mr. Peltier indicated if anyone can use garbage bags for an event he has plenty. Ms. Mungioli mentioned staff does a great deal of work for the hours they are paid, and wants to make sure they are paid appropriately for any overtime, and we account for it in the budget. Ms. Ford explained when staff works over the allotted hours, they bank the extra time as comp time. She suggested that the remaining Commissioners that need to be recognized happen at the November meeting. It was then suggested this recognition could take place during the break at the December meeting. As this meeting is December 21st, it was suggested the meeting could be a week earlier – more information to come. The Commission thanked staff for the great ribbon cutting and recognition ceremony tonight.

ADJOURNMENT OF REGULAR MEETING:

MOTION by Gamage, seconded by Elwert, *Moved*, to adjourn the Regular Meeting at 8:20 p.m.
Ayes: All Nays: None

MOTION CARRIED.

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

Respectfully submitted,

MELISSA FORD, Trail Manager

DAVID BECKER, Secretary