

PAINT CREEK TRAILWAYS COMMISSION

\*\*\*DRAFT\*\*\*

August 15, 2023

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Paintcreektrail.org

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

The August 15, 2023, regular meeting of the Paint Creek Trailways Commission was called to order at 7:00 p.m. in the main conference room of the City of Rochester Municipal Offices.

Voting Members Present: Julia Dalrymple, Ken Elwert, Linda Gamage, Conner Reiter, Steve Sage, David Walker

Voting Alternates Present: Martha Olijnyk

Non-Voting Alternates Present: David Becker, Carol Morlan

Voting Members Absent: Brian Blust, Robin Buxar

Alternates Absent: Russell George, Dave Mabry, Ann Peterson, Matt Pfeiffer, Aaron Whatley

Village Non-Voting Member Absent: Jason Peltier

Village Non-Voting Alternate Present: Stanley Ford

Others Present: Tom Correll, Trail Manager; Eryn Grupido, Administrative Assistant; Josh Moo, Trailways supporter and Scoutmaster with Scouts BSA; Ingrid Kliffel, Recording Secretary

A quorum was present.

**PLEDGE OF ALLEGIANCE**

Chairperson Olijnyk led the Commissioners, staff and those present in the Pledge of Allegiance to the flag of the United States of America.

**WELCOME TO NEW COMMISSIONERS**

Chairperson Olijnyk welcomed the new members of the Paint Creek Trailways Commission, Conner Reiter and Stanley Ford. Everyone present introduced themselves.

**AMENDMENTS TO AND APPROVAL OF AGENDA**

MOVED BY ELWERT, SECONDED TO WALKER, to approve this evening's agenda as presented with the addition of an item to consider the minutes of the July 18<sup>th</sup> closed session meeting.

MOTION CARRIED.

**GENERAL PUBLIC COMMENT**

There was no one present who wished to comment on an item not already on this evening's agenda.

**CONSENT AGENDA**

This evening's Consent Agenda consists of the following: (a) minutes of the July 18, 2023, meeting of the Paint Creek Trailways Commission, and (b) Treasurer's Report for July 2023.

MOVED BY SAGE, SECONDED BY WALKER, to approve the Consent Agenda as presented, specifically to approve and file the minutes of the July 18, 2023, meeting of the Paint Creek Trailways Commission, and to receive and file the Treasurer's Report for July 2023.

MOTION CARRIED.

**APPROVAL OF INVOICES**

Trail Manager Correll and the Commissioners reviewed the list of invoices dated August 15, 2023.

MOVED BY OLIJNYK, SECONDED BY ELWERT, to approve payment of the invoices as presented in the amount of \$19,060.97.

AYES: Dalrymple, Elwert, Gamage, Olijnyk, Reiter, Sage, Walker

NAYS: None

MOTION CARRIED.

**SEMCOG GRANT APPROVAL FOR BRIDGE 31.7**

SEMCOG's Regional Review Committee has selected the Paint Creek Trail Bridge 31.7 Renovation project for Transportation Alternatives Program ("TAP") funding for fiscal year 2025. The total amount of this grant is \$721,210.42. SEMCOG adjusted the matching funds from 45 percent to 20 percent of total participating costs, waiving the city's local match and relying solely on the MDNR Trust Fund for matching funds.

Trail Manager Correll stated that he contacted our Michigan Natural Resources Trust Fund ("MNRTF") grant coordinator to inquire about the status of our MNRTF grant application. The grant coordinator indicated that preliminary scores should be available in mid-September, after which time we may provide supplemental information. Final scores will be released after Thanksgiving, and then the applications will be forwarded to the MNRTF Board for consideration at their December meeting.

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The Commissioners were very pleased with this news and are hopeful that we will be successful with obtaining our local match through the MNRTF grant.

**“LIVING WALL”/PERPETUAL PLAQUE QUOTE**

In response to the Commission’s request at the July meeting, Administrative Assistant Grupido obtained four quotes for an additional plaque and for plate engraving for the “Living Wall”/Perpetual Plaque. She and the Commissioners reviewed those quotes as contained in her memorandum of August 10<sup>th</sup>.

Commissioner Becker proposed that we order the perpetual plaque and plates from The Trophy Shop in Lake Orion. While they did not have the lowest quote, all of the quotes were roughly similar, and he would like to patronize a business that is located within our Trailways member community.

The Commissioners reviewed the quote from The Trophy Shop. Ms. Grupido’s memorandum indicates that the engraving is slightly different from what we currently have (etched vs laser), but it will be the same font.

MOVED BY OLIJNYK, SECONDED BY SAGE, to order a new perpetual plaque and plates from The Trophy Shop in Lake Orion as reflected in their quote. The Commission acknowledges that this was not the lowest quote, but the quote was roughly in line with other quotes received and the Commission wishes to support a business that is located within our Trailways member community.

AYES: Dalrymple, Elwert, Gamage, Olijnyk, Reiter, Sage, Walker

NAYS: None

MOTION CARRIED.

Administrative Assistant Grupido was not certain how many additional plates we will need. Commissioner Gamage recalled that there is a document in the files that gives the criteria for including names on the Living Wall. Ms. Grupido will look into this.

**PAINT CREEK JUNCTION PARK WAYFINDING SIGNS**

The Commission needs to update the wayfinding signs along the Trail to better direct Trail users to Paint Creek Junction Park. Additionally, one wayfinding sign along the Trail has been damaged and needs to be replaced.

Administrative Assistant Grupido reviewed her memorandum of August 10<sup>th</sup>. The Rochester Sign Shop provided a quote for \$750.00 to update the graphics on two signs (the northbound sign and the southbound sign) to direct Trail users to Paint Creek Junction Park, and for the total replacement of a third sign (the damaged sign). They indicated that they are offering a discount if we do all three signs at once time; if we choose to do them separately, they will provide another quote.

The Commissioners reviewed the proofs of the graphics. Ms. Grupido noted that on the Paint Creek Junction Park signs, they should only include the arrow after the words “Paint Creek Junction Park” and not an additional arrow after the icons for the park amenities.

Commissioner Gamage said that we will also need to update wayfinding signage once the Bald Mountain Connector project is complete. Trail Manager Correll said Bald Mountain personnel have indicated a tentative completion date of spring 2024. Commissioner Gamage wondered what would be the best way to accomplish new or revised signage, potential timing for installation of the new signage, and whether Bald Mountain might cover the whole cost or a part of the cost.

After further discussion, the Commissioners agreed that they have a number of questions at this time. Administrative Assistant Grupido will obtain a quote for each of the three signs separately, as well as for the damaged sign and the southbound sign together indicating the Bald Mountain Connector. She will also ask for new proofs showing what the graphics will look like for each with space for the Bald Mountain Connector. Additionally, she will ask the sign manufacturer if they have any advice on how this information could be added at a later time.

### **LICENSE AGREEMENTS**

Trail Manager Correll reported that our attorneys have spent approximately six hours of the eight hours that we authorized for them to work on this matter. He believes they have reviewed and revised as necessary seven of the eight license agreements.

The Commissioners discussed that once the agreements are complete, our staff should make the first contact with the licensees, and we can involve the attorneys later as necessary.

### **LABOR DAY BRIDGE WALK**

The 16<sup>th</sup> Annual Labor Day Bridge Walk along the Paint Creek Trail will take place on Monday, September 4<sup>th</sup>, from 8 a.m. to 12 noon. The walk will begin at 9:00 a.m., starting at the Kiwanis Pavilion in Rochester Municipal Park. Trail Manager Correll said he will continue marketing the event over the next several weeks over social media, etc. Registration for this event is still open.

The Commission thanked Commissioners Elwert and Walker for soliciting sponsors and donations for this event. They briefly reviewed plans for the event. Commissioner Gamage asked if we have a photographer lined up; Chairperson Olijnyk said that we do not, but suggested that we ask former Trailways Commissioner and Oakland Township resident Frank Ferriolo.

Manager Correll said we are still looking for volunteers to help with this fun family-oriented event. Administrative Assistant Grupido will forward volunteer information to Commissioner

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Dalrymple, who will let high school students in her school district know of this opportunity to earn community service hours.

### **FREEDOM OF INFORMATION ACT REQUEST**

Trail Manager Correll reported that we received three Freedom of Information Act (“FOIA”) requests for information related to motorized vehicles on the Trail, and temporary use permits awarded by the Trailways Commission to allow Trout Unlimited to conduct work along the Trail. He worked with our attorneys to produce the information in a timely manner.

### **ADMINISTRATIVE ASSISTANT POSITION**

Administrative Assistant Grupido announced that she has submitted her letter of resignation. She applied and was accepted into a degree program and will be moving out of state. However, she said she can complete preliminary aspects of the program online, and is willing to work with the Trailways Commission to find and train a replacement.

Chairperson Olijnyk said she will meet with the Personnel Committee to review the job requirements and prepare a job posting for the position.

The Commissioners and Trail Manager Correll thanked Ms. Grupido for her time with the Trailways Commission, for being flexible with her end date, and for being willing to train her replacement. They wished her much success in her future career.

### **MANAGER’S REPORTS**

Trail Manager Correll reviewed his report of July 11<sup>th</sup>.

#### **Complaints, Vandalism, Feedback**

Portable Restroom at Tienken Road: A Trail user contacted Manager Correll and indicated that the portable restroom at Tienken Road needs attention. He forwarded this information to the City of Rochester Hills. The Trail users also shared how she and her family love using the trail and do so quite often.

Unauthorized Pruning Along Trail: Former Commissioner Hank Van Agen informed Manager Correll on August 4<sup>th</sup> of extensive pruning being done by an unknown person along the Trail along the spur property in Rochester. When the City of Rochester contacted the individual, he indicated that he removed a tree that had fallen across the Trail, and then cut invasive honeysuckle from the area. The individual stopped by the Trailways office after Trailways hours and spoke with Oakland Township Parks and Recreation Department staff, and left a note asking to be permitted to continue removing the invasives. Manager Correll called him and left a voicemail message asking him to stop this work and to call him back. However, Manager Correll has not heard back.

### **Repairs and Maintenance**

Dutton Road Construction: The Dutton Road bridge construction has begun. Barriers have been placed on either side of the Trail in the area, so Trail access has not been affected. However, Trail users cannot access the parking lot there.

Water Fountain at Tienken Road: The water fountain located just north of Tienken Road is pooling water at the base. Rochester Hills has indicated that the repair work should be completed next week.

### **Medical Emergencies, Police, Fire Calls on Trail**

Ambulance Response for Bicyclist: Our bike patroller reported that an ambulance was called on July 23<sup>rd</sup> to help a bicyclist between Gunn and Gallagher Roads. Manager Correll did not know details, but believes the bicyclist was experiencing either heat-related symptoms or suffered a cardiac event.

### **Follow Up**

Recording Secretary: Trail Manager Correll spoke with Recording Secretary Disipio. She will provide him with an update on her status on August 16<sup>th</sup>.

Michigan Trails and Greenways Association: Trail Manager Correll was invited to join the Michigan Trails and Greenways Association's discussion group on electric bicycles.

Audit: The audit was submitted to the State with the changes as directed by the Commission at last month's meeting.

Memorial Tree: Manager Correll was contacted by Carol Lee, a member of a running group. Their group leader recently passed away, and they'd like to plant a memorial tree near the Tienken Road trailhead. This is the group that planted another tree in the area previously. The group has indicated their willingness to water the tree until it is established (up to five years) as they did for the last tree, so long as it is close enough to a trailhead to allow easy access from their vehicles.

The Commissioners discussed that the municipality in which the tree would be planted would likely want to approve the type of tree, and noted that municipalities may have a list of acceptable tree species. They wondered if we had any type of signed agreement for the prior tree. Staff will look into this matter further, with the view that if approved, the tree would not be planted until the fall.

Orion Road Roundabout, Trail Crossing at Kern Road: The Road Commission for Oakland County is installing a roundabout at the intersection of Orion Road, Conklin Road and Stoney Creek Road. While the official detour takes drivers down an alternate paved route, many motorists are instead taking the back roads, including the area at the Trail crossing at Kern

and Clarkston Roads. Manager Correll said there is some confusion for motorists in this area, but he is also concerned about how this may impact the safety of Trail users. The Commissioners discussed and agreed to post extra signs along the Trail advising users to be extra careful at this crossing. Commissioner Gamage said she has seen brightly colored traffic cones at the Ludlow crossing, and suggested something colorful might catch the attention of Trail users.

### **COMMISSIONER GAMAGE'S REPORT**

#### **Labor Day Bridge Walk – Photographer**

Commissioner Gamage said she was in contact with Frank Ferriolo and he has offered to photograph events at the Labor Day Bridge Walk.

### **COMMISSIONER REITER'S REPORT**

#### **New Appointment**

Commissioner Reiter said he was recently appointed to fill the vacancy created by former Commissioner Ross's resignation. He is pleased to be part of the Paint Creek Trailways Commission.

### **COMMISSIONER FORD'S REPORT**

#### **New Appointment**

Commissioner Ford said he is also pleased to be a new member of the Paint Creek Trailways Commission. He uses the Paint Creek Trail nearly every day. He said he is appreciative that the Commission is looking into one-wheelers on the Trail. Regarding the Labor Day Bridge Walk, he will share the word that we are still in need of volunteers for the event.

### **CLOSED SESSION**

MOVED BY ELWERT, SECONDED BY OLIJNYK, to enter into a closed session at 8:07 p.m. for the purpose of considering the minutes of the July 18, 2023, closed session meeting.

AYES: Dalrymple, Elwert, Gamage, Olijnyk, Reiter, Sage, Walker

NAYS: None

MOTION CARRIED.

The regular session of the meeting was reconvened at 8:09 p.m.

There were no changes proposed to the minutes of the July 18, 2023, closed session meeting.

**ADJOURNMENT**

MOVED BY GAMAGE, SECONDED BY DALRYMPLE, there being no further business before the Commission, to adjourn the meeting at 8:11 p.m.

MOTION CARRIED.

Respectfully submitted,

Ingrid R. Kliffel  
Recording Secretary

Approved,

David Becker  
Secretary

Approved,

Tom Correll  
Trail Manager

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