

REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION

Held at the Rochester Municipal Building, 400 Sixth Street
Rochester, Oakland County, Michigan

CALL TO ORDER: The Tuesday September 15, 2009 meeting was called to order by Vice-Chairman Becker at 7:05 p.m.

Voting Members Present: David Becker, Edward Peters, Richard Schultz, Ravi Yalamanchi

Voting Alternates Present: Paul Miller, Martha Olijnyk, Kathy Thomas

Non-Voting Alternates Present: Michael Webber

Non-Voting Members Present: None

Voting Members Absent: Rock Blanchard, Marc Edwards, Maryann Whitman, Alice Young

Alternates Absent: Linda Gamage, Jeff Phillips, Jeff Matis, Penny Shults

Others Present: John Makris, Attorney, Kristen Myers, Trail Manager

APPROVAL OF AGENDA:

MOTION by Schultz, supported by Miller, *Moved*, to approve the September 15, 2009 agenda as presented.

Ayes: All Nays: None

MOTION CARRIED.

PUBLIC COMMENT: None

CONSENT AGENDA:

a. Minutes of August 18, 2009 Regular meeting, approve and file

b. August Treasurer's Report, receive and file

MOTION by Yalamanchi, supported by Peters, *Moved*, that the consent agenda be approved as presented.

Ayes: All Abstain: Thomas Nays: None

MOTION CARRIED.

APPROVAL OF INVOICES: Ms. Myers presented the invoices in the amount of \$3,880.53.

This amount includes Mr. Makris' 4th quarter legal retainer and bill for professional services regarding the lawsuit, and a Nowak & Fraus invoice to review a few boundary surveys brought to the office for discrepancies. Estimated fund balance is \$54,000.

MOTION by Schultz, supported by Olijnyk, *Moved*, that the invoices presented for payment are approved in the amount of \$3,880.53 and orders be drawn for payment.

Ayes: All Nays: None

MOTION CARRIED.

TEMPORARY PERMIT POLICY Discussion & Draft Review: Ms. Myers indicated she reviewed local municipalities' permit policies/guidelines and incorporated the Commission's suggestions of last month, and asked for discussion of additional revisions. The standard for receiving a permit request in all other sample forms is 30 days prior to the event and Ms. Myers has no problem with this requirement versus a 45 day. It is the consensus of the Commission to

require the "30 day prior to the event" receipt of the application. Our insurance carrier has reviewed the draft and indicated that the insurance requirements as listed on page 2 were sufficient. Suggested changes included: page 1 – under “When is a temporary use permit required” in the lead-in sentence – add the words “but not limited to”; also on page 1 under “permit application information” #6 – change the wording to “two or more events can not be held at the same time without Trailways Commission approval”; and under #7 the word “is” should be changed to “are”. It was suggested adding – “The Paint Creek Trailways Commission reserves the right to suspend any requirement for good cause shown” as #10 in the application information. It was agreed that the Trail Manager be authorized to make decisions approving the simple permit requests, fees and insurance requirements administratively and to bring the complex requests to the Commission for approval. Events that have received prior Commission approval in past years could be administratively approved by Ms. Myers. Administrative approvals/denials for the permits could be placed on the consent agenda so the Commission would be aware of these events, and if any member had an issue with a particular event it could be pulled off the consent agenda for discussion. Any permit requestor that wants to appear before the board to discuss their event can do so – they can be listed as approved in the consent agenda and speak under public comment. On the actual application for permit, we need to have more room for information on the sponsoring applicant/organization and the coordinating contact person if they are different individuals. It was suggested to have lines to fill in for address, city/state/zip/telephone/fax/email address for the contact person as well as for the sponsoring organization. Also #7 – the Onsite Contact, Day of the Event information area should be moved up to the top of the application after the contact person information area. A comment was made that the onsite contact person for an event have a copy of the permit with him during the event, and possibly “what to do in case of emergency” information be included on the permit. Discussion then turned to #9 – will motor vehicles be used on the trail for the event. We don’t allow motorized vehicles on the trail. After discussion, this section of the application should be reworded to “The PCT is a non-motorized trail – if motorized vehicle access is required for your event, please explain why”. The temporary permit application will be made available on-line. Ms. Myers will redraft the permit policy/application and bring it back for further review.

LABOR DAY BRIDGE WALK REPORT: Ms. Myers reported that it was a nice day even though the weather was iffy in the morning, and thanked the members who volunteered their time at the event. The event was very nice even though attendance was down by about 100 probably due to the morning weather. Our two sponsors were happy with the event. The backpacks were a tremendous hit as participants could put their give-aways into the bag and move on. The mounted patrol was very popular and a magnet for the children and families. The press coverage was not as good as previous years, with only one publication printing an article. Speedway Gas Stations were promoting the event on their TV’s. The water station at Silverbell was appreciated. Port-a-potties were suggested for next year. Approximately \$100 in donations was received, and hats and bells were sold. There was interest from some attendees in the friends group – we need to promote this effort at every event and get interested folk’s information immediately. It was suggested that perhaps we could invite a local politician or celebrity to be an honorary governor to lead our bridge walk, as the Governor does at the Mackinac Bridge event. Possibly the mayor/supervisor/manager of our member communities could take turns doing this.

TRAIL MERCHANDISE: Ball Cap Purchase Authorization: Included in the packet were prices for the caps, and Ms. Myers would like a consensus on colors. After discussion, consensus was to purchase 144 khaki caps with the forest green visor from ATS Printing at a cost of \$975.00.

MOTION by Schultz, supported by Miller, *Moved*, that the Commission approves the color choice of khaki caps with forest green visors.

Ayes: All Nays: None

MOTION CARRIED.

MOTION by Miller, supported by Schultz, *Moved*, that the Commission approves the purchase of 144 caps from ATS Printing at a cost of \$975.00.

Ayes: All Nays: None

MOTION CARRIED.

PACKET DISTRIBUTION OPTIONS: Ms. Myers indicated she would like to return to electronic packets or posting packets on the website, and asked for comments. This would save a lot on postage costs. Paper packets could be available at the meeting just in case members have problems downloading information or for any members who chose to receive a paper packet. Members were asked to email Ms. Myers with their packet format preference. An agenda could be sent to the members alerting them to go to the website for their packet information.

MANAGER'S REPORT: A correction needs to be made to the written report, page 2, "Eagle Scout Kiosk Project" follow-up, change the third sentence to read "he is waiting for a donation from a private citizen to fund the tools needed", not the Downtown Lake Orion DDA. All five of the kiosks have been installed and look great. Also, a request will be made to the Lake Orion Village Manager to appoint a new non-voting member, as Ms. Golden is no longer their representative. Mr. Moutrie is home from his surgery and is up and walking. His adult sons are volunteering on the trail in his absence. Ms. Myers has checked with our insurance provider, and we are covered for volunteers. The OTAC will be hosting a Trail Summit on October 8th.

ATTORNEY'S REPORT: Mr. Makris stated he has been in contact with ITC several times trying finalize the license paperwork. It only needs the signature of the Vice President and once that is completed, we'll have the paperwork and check in hand.

COMMISSIONER REPORTS: A request was made to put an environmental stewardship policy for the trail on a future agenda. Mr. Makris, Ms. Olijnyk and Ms. Gamage attended the City of Rochester's Council meeting to update the members relative to the lawsuit status. There has been a request from Dr. Attalah to move one of the Rochester Art Project displays to his property. That location would be more historically correct. Pat McKay has volunteered to handle the relocation if approved by the subcommittee. Mr. Becker will get more details to the Board via email.

ADJOURNMENT OF REGULAR MEETING:

MOTION by Schultz, supported by Peters, *Moved*, to adjourn the Regular Meeting at 8:33 p.m. and enter into Executive Session.

Ayes: All Nays: None

MOTION CARRIED.

The Regular Meeting was reconvened at 8:48 p.m.

MOTION by Miller, supported by Olijnyk, *Moved*, that the Commission authorizes the Trail Manager to sign Limited Use permits as approved by the Encroachment Committee for existing defendants with existing encroachments.

Aye: All Nays: None

MOTION CARRIED.

MOTION by Olijnyk, supported by Thomas, *Moved*, that the Commission authorizes the Vice-Chairperson to sign consent judgment documents in the Chairperson's absence.

Aye: All Nays: None

MOTION CARRIED.

NEXT MEETING: October 20, 2009 at 7:00 p.m.

ADJOURNMENT:

The meeting was adjourned by Vice-Chairperson Becker at 8:50 p.m.

Respectfully submitted,

KRISTEN MYERS, Trail Manager

EDWARD PETERS, Trailways Secretary