

THE REGULAR MEETING OF THE POLLY ANN TRAILWAY MANAGEMENT COUNCIL was held September 21, 2022; 3:00 p.m. at the Oxford Village Offices.

MEETING CALLED TO ORDER BY CHAIRMAN CURTIS WRIGHT AT 3:00 P.M.

2. PLEDGE OF ALLEGIANCE AND INVOCATION: Donni Steele

3. ROLL CALL: (Members Present)

Curtis Wright (Chair), OXT
Mike McDonald (Secretary), LV
Donni Steele (Treasurer), ORT
Bruce Pearson, AT
Ed Brakefield (Vice Chair), AT
Aaron Whatley, ORT
Jonathon Nold, OXT
Allison Kemp, OXV (3:20 pm)

ALSO PRESENT:

Linda Moran (Trail Manager)
Kevin Greene (non-voting Citizen Rep)

Four (4) citizens

ABSENT:

None

4. APPROVAL OF AGENDA:

Motion by **Brakefield**; Second by **Nold**

To approve the September 21, 2022 meeting agenda as presented.

Upon a Voice Vote:

AYES: (7)

NAYS: (0)

ABSENT: (1)

MOTION CARRIED

5. CONSENT AGENDA:

Motion by **Steele**; Second by **Nold**

To approve the Consent Agenda including:

- Approval of the September 21, 2022 Meeting Minutes
- Treasurers Report
- Approval of Bills to be paid = \$5,819.99 for August, 2022
- Receive and File Financial Reports for August, 2022

- Trail Manager Report for September, 2022

ROLL CALL:

AYES: Brakefield, Steele, Wright, Nold, McDonald, Whatley, Pearson

NAYS: None

ABSENT: Kemp

MOTION CARRIED

6. PUBLIC COMMENT:

Leighann Knaus brought forward a memorial idea for Carl Rubelman and informed the PATMC about the DDA mural that will include Polly Ann Trail Imagery.

7. CITIZEN REPRESENTATIVE REPORT:

Citizen Representative Kevin Greene reported that he had received praise for the trail from a resident from another non-member area.

8. UNFINISHED BUSINESS:

a) Protocol for structure placement on Polly Ann Trail

Council discussed review of draft Structures Policy on the Polly Ann Trail. Treasurer Steele brought forward the amount of installation for new park benches and picnic tables and:

Motion by Brakefield; Second by Nold

That the Structure Policy for benches, picnic tables and trash cans be adopted and that the amount for installation of structures be set at \$150 dollars.

ROLL CALL:

AYES: Brakefield, Steele, Wright, Nold, McDonald, Whatley, Pearson

NAYS: None

ABSENT: Kemp

MOTION CARRIED

b) Culvert Replacement

Council member Whatley reported that he had communicated with the contractor to perform the work and that it appeared favorable and that the amount allocated appears to be adequate for the work to be performed.

9. NEW BUSINESS

a) Koenig Materials Fencing Request

Jeff Wilson and Peter Fredericks presented their plans to improve security on the Koenig site on Lakeville Road. They would fence the property to a 3-to-5-foot setback in places from the trail. The PATMC would need specific plans for where the fence would be placed on or near the trail if on the easement for the MDNR negotiated easement on the property. The PATMC requested that a survey or legal description of exactly where the

easement boundaries are and precise locations where the fence would be proposed to be located. The Koenig representatives will be sent the exact easement language per Oakland County representative Kristen Wiltfang so they will know where the easement is and can provide us with the required information.

b) Fall Trail Cut

Trail Manager Linda Moran presented a proposal regarding using the services of David VandenBerghe for cutting/mowing the trail at a cost of \$1,600 dollars per day, with a proposed minimum of seven days to perform the work. The PATMC requested clarification of specifications for the work to be performed, ie: insurance, width of cut, equipment and capacity for tree sizes to be removed and detailed scope of work.

Fall Trail Cut (continued)

Motion by Steele; Second by McDonald

To approve the quote from David VandenBerghe dated September 15, 2022 for \$1,600 per day not to exceed 7 days. It will be expensed to account 298-853-932.000 Maintenance of Grounds and subject to the proposed final agreement covering the details and specifications to be provided to the Council at the October PATMC regular meeting.

ROLL CALL:

AYES: Brakefield, Steele, Wright, Nold, McDonald, Pearson, Kemp

NAYS: Whatley

ABSENT: None

MOTION CARRIED

c) Event Request- Walk with a Nurse

Planned to be a recurring event on the trail, starting September 29, 2022; from Drahner to Orion Center. The Trail Manager to manage and document liability and related documents

Motion by Steele, Second by Nold

To approve the event request to utilize the Polly Ann Trail for a Walk with a Nurse event scheduled for Thursdays on going contingent on receipt of all required documents including insurance coverage. Trail Manager Linda Moran shall oversee the event.

Upon a Voice Vote: AYES: (8)

NAYS: (0)

ABSENT: (0)

MOTION CARRIED

d) Event Request – Oxford Downtown Development 5K Run

Community Event presented by Leigh Ann Knaus on behalf of the Oxford DDA for charitable run.

Motion by Steele, Second by Whatley

To approve the request from the Oxford Downtown Development Authority to utilize the Polly Ann Trail for the Scarecrow Fest 5K/1 Mile Walk/Run event scheduled for Sunday October 2, 2022 contingent on receipt of all required documents including insurance coverage. Trail Manager Linda Moran shall oversee the event.

Upon a Voice Vote:

AYES: (8)

NAYS: (0)

ABSENT: (0)

MOTION CARRIED

e) Polly Ann Trail Maintenance Proposal

Agreement of work to be performed by Robert Brooks on the trail with reimbursement for consumable equipment and for chipping services.

Second Amended Motion by Steele, Second by Nold:

The proposal will be \$55 per hour for chipping services not to exceed 10 hours per month.

ROLL CALL:

AYES: Brakefield, Steele, Wright, Nold, McDonald, Pearson, Kemp, Whatley

NAYS: None

ABSENT: None

MOTION CARRIED

First Amended Motion by Steele, Second by Nold:

to amend the motion for the number of hours for chipping.

ROLL CALL:

AYES: Brakefield, Steele, Wright, Nold, McDonald, Pearson, Kemp, Whately

NAYS: None

ABSENT: None

MOTION CARRIED

Original Motion by Steele, Second by Nold:

Motion to approve the proposal from Robert Brooks, effective September 1, 2022 for wood chipping services at \$55 per hour and to approve a not to exceed up to \$350 monthly amount including, but not limited to, reimbursement for equipment usage and replacement of consumables like fuel, oil and repairs. Payments will be made to Mr. Brooks on a monthly basis. All costs to be expensed to account 298-853-932.000 Maintenance of Grounds.

ROLL CALL:

AYES: Brakefield, Steele, Nold, McDonald, Pearson, Kemp, Whately

NAYS: Wright

ABSENT: None

MOTION CARRIED

f) Lakeville Road Pedestrian Crossing Proposal

The Village of Oxford is considering the construction of a crosswalk near the intersection of Lakeville Road and Bay Pointe Street that would connect to the Polly Ann Trail. This would likely involve the Polly Ann Trail and the easement for same.

Motion by McDonald, second by Nold:

To support the Lakeville Road crossing concept (*by the Village of Oxford*) pending approvals of other parties (*RCOC, Oxford Township, MDNR*) that are required to be on the approving end of this project.

Upon a Voice Vote:

AYES: (8)

NAYS: (0)

ABSENT: (0)

MOTION CARRIED

10. PUBLIC COMMENT

None

11. COUNCIL COMMENTS

Appreciation to Trail Manager and volunteers for the 25th Anniversary Trail Walk for the Polly Ann Trail.

12. ADJOURNMENT

Motion by Pearson, Second by Nold;

To adjourn at 4:23 p.m.

Upon a Voice Vote

AYES: (8)

NAYS: (0)

ABSENT: (0)

MOTION CARRIED

NEXT REGULAR MEETING: 3 PM on October 19, 2022 at the Addison Township Offices.

CHAIRMAN: _____
Curtis Wright

SECRETARY: _____
Michael McDonald

September 2022

Bills to be Approved