

THE REGULAR MEETING OF THE POLLY ANN TRAILWAY MANAGEMENT COUNCIL was held October 18, 2023; 3:00 p.m. at the Addison Township Offices.

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

2. PLEDGE OF ALLEGIANCE AND INVOCATION: Ed Brakefield

3. ROLL CALL: (Members Present)

Curtis Wright (Chair), OXT
Ed Brakefield (Vice Chair), AT
Mike McDonald (Secretary), LV
Bruce Pearson (Treasurer), AT
Aaron Whatley, ORT
Jonathan Nold OXT
Matt Pfeiffer, ORT

ABSENT:

Allison Kemp, OXV

ALSO PRESENT:

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

4. APPROVAL OF AGENDA:

Motion by **Nold**; Second by **Pfeiffer**

To approve the October 18, 2023 meeting Agenda as amended adding:

9h. Village of Leonard Cisma Project Approval

9i. Easement across Polly Ann Trail to Access Parcel 04-24-426-001 in Oxford Township

Upon a Voice Vote:

AYES: (7)

NAYS: (0)

ABSENT: (1)

MOTION CARRIED

5. CONSENT AGENDA:

Motion by **Whatley**; Second by **Pearson**

To approve the Consent Agenda including:

- Approval of September, 2023 Meeting Minutes
- Approval of Bills to be paid for: September, 2023 at \$3,892.17
- Receive and file Financial Reports for September, 2023
- Receive and file Trail Manager Report for October, 2023

ROLL CALL:

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

NAYS: None

ABSENT: Kemp

MOTION CARRIED

6. PUBLIC COMMENT: None

7. CITIZEN REPRESENTATIVE REPORT: None

8. UNFINISHED BUSINESS

a) **Kiosk Management, Placement & Use Policy**

Motion by **Whatley**; Second by **Pearson**

To approve the adoption of the Kiosk Management, Placement & Use Policy with the elimination of the map exhibit.

ROLL CALL:

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

NAYS: None

ABSENT: Kemp

MOTION CARRIED

b) **PATMC Outstanding Items list**

The Chairperson updated the Council on the status of items already on the list and two new items.

Flashing Signal Lights at Drahner Road and Burdick Street

Motion by **McDonald**; Second by **Pfeiffer**

to authorize the Trail Manager to coordinate with the Road Commission for Oakland County (RCOC) to remove the flashing lights from the signage and leave the signage remain.

On the original motion:

ROLL CALL:

AYES: None

NAYS: Pfeiffer, Whatley, Wright, Nold, McDonald, Brakefield, Pearson

ABSENT: Kemp

MOTION FAILED

Motion by **McDonald**; Second by **Nold**

to amend his motion to authorize the Trail Manager to work with the Road Commission for Oakland County (RCOC) to de-activate the lighting systems on both the Drahner and Seymour Lake Crossing systems at an estimated cost of \$2,000.00 with the Chairman authorized to approve up to \$2,500.00.

On the amended motion:

ROLL CALL:

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

NAYS: None

ABSENT: Kemp

MOTION CARRIED

c) Shilling Memorial update

Ad Hoc Committee received communication from sponsor that no timeline has been created for further consideration

d) Redesign and Resurfacing RFP

The PATMC received only one RFP response in response to the competitive bid process just completed. Subcommittee needs to review and discuss with vendor(s) how to move forward.

9. NEW BUSINESS

a) Process for unapproved events on the Polly Ann Trail

A non-profit event occurred on a portion of the PAT that was not approved by PATMC or local community. Trail Manager will post in Kiosks and website notifying trail users that prior approval is required for any event that uses the trail.

b) Replacement sign request from the Lake Orion Library

Motion by **McDonald**; second by **Pfeiffer**

To authorize the Orion Township Library to remove and replace the existing Polly Ann Trail sign and authorize the use of the Polly Ann Trail logo for that sign.

Upon a Voice Vote:

AYES: (7)

NAYS: (0)

ABSENT: (1)

MOTION CARRIED

c) Michigan Non-Profit Relief Fund \$10,000 Grant Award

Chairperson informed PATMC of the Award of \$10,000 dollars after a request for \$25,000 by the Polly Ann Trail Manager. Money will go into restricted revenue account.

d) Water Depot Vault Restroom Janitorial Maintenance

Quote for monthly service of cleaning the vault toilets was received. Further, quotes to be requested and considered at the November meeting.

e) Administrative Purchase Amount Increase

Motion by **Pearson**; Second by **Nold**

To authorize the Polly Ann Trail Manager, with the approval of the Polly Ann Trailway Management Council Chairperson, to make administrative purchases up to \$500 without the formal approval of the Polly Ann Trailway Management Council effective immediately.

ROLL CALL:

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

NAYS: None

ABSENT: Kemp

MOTION CARRIED

- f) **Oxford Chamber of Commerce request for lighting on the Larry Obrecht Bridge**

Motion by **Nold**; Second by **Pfeiffer**

To approve the Oxford Chamber of Commerce request to place lighting on the Larry Obrecht Bridge from November 21, 2023 through January 10, 2024, pending any necessary approvals from the Village of Oxford, Michigan Department of Transportation, Michigan Department of Natural Resources (MDNR) and providing a certificate of insurance naming the Polly Ann Trailway Management Council and MDNR as additionally insureds. Further, the lights shall be removed by Monday, January 15, 2024.

Upon a Voice Vote:

AYES: (7)

NAYS: (0)

ABSENT: (1)

MOTION CARRIED

- g) **2024 Planned Purchases and Projects**

Councilmember Whatley explained priority of purchasing for the Trail Manager and listing of major items. Once the list is completed for 2024 it can be brought back to the Council for final review.

- h) **Village of Leonard CISMA Project (*added to the Agenda*)**

Motion by **Pearson**; Second by **Nold**

To allow CISMA to come out and do an analysis and whatever it takes.

Upon a Voice Vote:

AYES: (7)

NAYS: (0)

ABSENT: (1)

MOTION CARRIED

i) **Easement across Polly Ann Trail to Access Parcel 04-24-426-001 in Oxford Township** *(added to the Agenda)*

Councilperson Nold informed the PATMC that the Oxford Planning Commission was informed by a property owner that they intend to apply for a zoning use amendment and have an easement for access across the Polly Ann Trail.

The PATMC directs the Trail Manager to provide the PATMC Easement policy to the MDNR so they are aware of it.

11. PUBLIC COMMENT None

12. COUNCIL COMMENTS Annual Winter clothing drive; contact Matt Pfeiffer for details.

13. ADJOURNMENT

Motion by **Pearson**, Second by **Nold**;

To adjourn at 4:17 pm.

Upon a Voice Vote

AYES: (7)

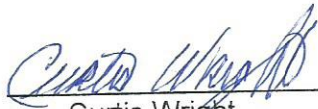
NAYS: (0)

ABSENT: (1)

MOTION CARRIED

NEXT REGULAR MEETING: 3 PM on November 15, 2023 at the Oxford Village Offices.

CHAIRMAN:


Curtis Wright

SECRETARY:


Michael McDonald