

**THE REGULAR MEETING OF THE POLLY ANN TRAILWAY MANAGEMENT COUNCIL was held January 17, 2024; 3:00 p.m. at the Oxford 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  
Jonathan Nold OXT  
Joe Madore, OXV

**ABSENT:**

Aaron Whatley, ORT (excused)  
Matt Pfeiffer, ORT (excused)  
Kevin Greene (non-voting Citizen Rep) (excused)  
Allison Kemp, OXV (excused)

**ALSO PRESENT:**

Linda Moran (Trail Manager)  
Kristen Wiltfang, OCED&C  
Sage Hegdal, MDNR  
Ian , Kemp Building Co.

**4. APPROVAL OF AGENDA:**

Motion by **Brakefield**; Second by **Madore**

To approve the January 17, 2024 meeting Agenda.

**Upon a Voice Vote:**

**AYES: (6)**

**NAYS: (0)**

**ABSENT: (2)**

**MOTION CARRIED**

**5. CONSENT AGENDA:**

Motion by **Brakefield**; Second by **Madore**

To approve the Consent Agenda including:

- Approval of November 15, 2023 Meeting Minutes
- Approval of Bills to be paid for: November, 2023 at \$3,021.65
- Approval of Bills to be paid for: December, 2023 at \$14,773.80
- Receive and File Financial Reports for November and December, 2023
- Receive and file Trail Manager Report for December and January, 2024

**ROLL CALL:**

**AYES:** Brakefield, Wright, Nold, McDonald, Madore, Pearson

**NAYS:** None

**ABSENT:** Whatley, Pfeiffer

**MOTION CARRIED**

**6. PUBLIC COMMENT:** None

**7. CITIZEN REPRESENTATIVE REPORT:** No Report.

## 8. UNFINISHED BUSINESS

### a) Appointment of PATMC Officers (Chairperson, Vice-Chairperson, Treasurer, Secretary)

This matter was discussed with Oakland County Community manager Kristen Wiltfang and is to be brought back to the PATMC in December of this year.

Motion by Brakefield; Second by Madore

To reappoint all current officers to their currently held position.

**ROLL CALL:**

**AYES:** Brakefield, Wright, Nold, McDonald, Madore, Pearson

**NAYS:** None

**ABSENT:** Whatley, Pfeiffer

**MOTION CARRIED**

### b) 2024 Meeting Schedule

The Chairperson presented a schedule of PATMC meeting dates for 2024

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

to approve the Polly Ann Trailway Management Council 2024 Meeting Schedule as presented (attached)

**ROLL CALL:**

**AYES:** Brakefield, Wright, Nold, McDonald, Madore, Pearson

**NAYS:** None

**ABSENT:** Whatley, Pfeiffer

**MOTION CARRIED**

### c) Koenig Materials Water Main Project

Chairman Wright introduced the representative for the applicant, Ian of Kemp Building Co. who are the contractors for Koenig Materials. He described the project to cross the Polly Ann Trail Right of Way to connect to the Oxford Township Water main along Lakeville Road on the south side of the trail. At this time, they are unsure of whether they can drill under the trail and access the main due to the Lakeville Road easement and Polly Ann Trail easement proximity. If they cannot drill due to space restrictions, they anticipate open trenching across the trail property and restoring the property to "as found" or better condition. The water main is needed primarily for fire protection of the structure at that location.

Motion by **Madore**; Second by **Nold**

To authorize the construction of the underground water connection across the Polly Ann Trail with horizontal drilling as the preferred method but open trenching if drilling is not practical. A \$5,000 dollar performance bond from the applicant is a condition of authorization and the trail named insured on contractor/owners insurance.

**ROLL CALL:**

**AYES:** Brakefield, Wright, Nold, McDonald, Madore, Pearson

**NAYS:** None

**ABSENT:** Whatley, Pfeiffer

**MOTION CARRIED**

d) **Eagle Scout Project – Lucas Krentz**

Chairman Wright introduced Boy Scout Eagle Candidate Lucas Krentz to the Council and he informed the Council about his plan to remove and eliminate certain invasive plant species from the Polly Ann trail as his community service project. The location would be in Orion Township and the Trail Manager would be assisting with the management activities.

Motion by **Pearson**; Second by **Brakefield**

To approve the request from Lucas Krentz to remove invasive species vegetation on the Polly Ann Trail as an Eagle Scout project. Polly Ann Trail Manager Linda Moran is directed to work with Lucas Krentz to assist in completing his Eagle Scout project.

**Upon a Voice Vote:**

**AYES: (6)**

**NAYS: (0)**

**ABSENT: (2)**

**MOTION CARRIED**

e) **Leonard Nature Park Improvements**

Chairman Wright asked Mike McDonald, as representative for the Village, to inform the Council on the general design plan and how it might affect the Polly Ann Trail. Mike McDonald described the main aspect of the park's relationship with the Polly Ann Trail and the connectivity and safety being of primary concern for the trail and users. Foremost is the realignment of the Forest Street crossing of the trail. The details are in the plan presented and the installation of a sidewalk/pathway that connects to the trail from the south from within the park as well as the connection on the west side of the trail with the sidewalk already present along with the updating of the universal access at these intersections.

Motion by **Pearson**; Second by **Brakefield**

To authorize the Village of Leonard to make modifications per the Nature Park Redevelopment plans to the Forest/Rochester Road/ Polly Ann Trail Road crossing and Park access point on the Polly Ann Trail right of way, subject to MDNR approval with a "gift and acceptance" agreement. Appropriate notifications to the PATMC and Trail Manager regarding construction operations that affect the use of the trail due to construction in that area prior to work being performed are required.

**ROLL CALL:**

**AYES:** Brakefield, Wright, Nold, McDonald, Madore, Pearson

**NAYS:** None

**ABSENT:** Whatley, Pfeiffer

**MOTION CARRIED**

f) **2023 Budget Amendments**

The final budget amendments for 2023 were presented by Chairperson Wright. (attached).

Motion by **Brakefield**; Second by **Pearson**

To approve the Polly Ann Trailway Management Council Amended Budget with revenues and expenditures balancing at \$106,483.00 as presented.

**ROLL CALL:**

**AYES:** Brakefield, Wright, Nold, McDonald, Madore, Pearson

**NAYS:** None

**ABSENT:** Whatley, Pfeiffer

**MOTION CARRIED**

g) **Property Line Survey for Parcel 09-09-226-016 in Orion Township at Right of Way**

(Chairman Wright excused himself temporarily from the meeting at 3:30 pm and Vice Chairman Brakefield took over chairing the meeting)

The Trail Manager informed the council about a potential property matter with an adjacent property owner that requires the services of our legal counsel and property survey to determine exact locations.

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

**ROLL CALL:**

**AYES:** Brakefield, Nold, McDonald, Madore, Pearson

**NAYS:** None

**ABSENT:** Whatley, Pfeiffer, Wright

**MOTION CARRIED**

h) **Sign Approval for Pollinator Garden in Orion Township**

Chairman Brakefield asked the Trail Manager to advise the council on the requested sign for the Pollinator Garden.

Motion by **Madore**; Second by **Nold**

To approve the request from the Orion Sunrise Rotary to install a sign to be located at the Pollinator Garden in Orion Township pending obtaining the required permit(s) from Orion Township. Trail Manager Linda Moran will confirm all necessary approvals have been met before the Pollinator Sign is installed as presented.

**ROLL CALL:**

**AYES:** Brakefield, Nold, McDonald, Madore, Pearson

**NAYS:** None

**ABSENT:** Whatley, Pfeiffer, Wright

**MOTION CARRIED**

**9. NEW BUSINESS**

a) **Redesign and Resurfacing RFP**

(Council Member Nold excused himself temporarily from the meeting at 3:38 PM)

Chairman Brakefield recognized Kristen Wiltfang, Administrator of the Trails, Transportation & Environment Unit, Oakland County to address the council on a new Request for Proposals (RFP) for the resurfacing and related improvement of the trail.

Kristen delivered a PowerPoint presentation in which the most serious deficiencies of the trail were highlighted along its length in Oakland County. Due to the prohibitive cost of doing all the projects at once, it was apparent that another approach is necessary. The council can shift the priority for the RFP to include a continuous segment of the trail and handle other areas on an as needed basis. The presentation demonstrated graphically that a segment extending from Hosner Road to Elmwood Street in Leonard could be the area of most concern. (Mr. Wright and Mr. Nold returned to the meeting at this point at 3:53 PM.)

Future RFP's can address other areas as determined by the council.

Motion by **Madore**; Second by **Nold**

To direct the Trail Manager to work with Kristen to develop an RFP for the section of the trail from Hosner Road to Elmwood Street in Leonard and review it in February.

**Upon a Voice Vote:**

**AYES: (6)**

**NAYS: (0)**

**ABSENT: (2)**

**MOTION CARRIED**

(Chairman Brakefield returned chairmanship to Chairman Wright at this point)

b) **PATMC Outstanding Items List**

Council reviewed the Outstanding Items spreadsheet and made changes and observations on the Carryover Items; some will be continued and others will be eliminated or closed. An updated list will be prepared for February.

**10. PUBLIC COMMENT** None

**11. COUNCIL COMMENTS**

Council members appreciated the improved amenities along the trail and the outstanding items list.

**12. ADJOURNMENT**

Motion by **Brakefield**, Second by **Pearson**;

To adjourn at 4:27 pm.

**Upon a Voice Vote**

**AYES: (6)**

**NAYS: (0)**

**ABSENT: (2)**

**MOTION CARRIED**

**NEXT REGULAR MEETING: 3 PM on February 21, 2024 at the Addison Township Offices.**

CHAIRMAN: \_\_\_\_\_  
Curtis Wright

SECRETARY: \_\_\_\_\_  
Michael McDonald

# Polly Ann Trail Management Council 2024 Meeting Schedule @ 3:00 p.m.

Jan. 17 <sup>th</sup>	Oxford Township Offices
Feb. 21 <sup>st</sup>	Addison Township Offices
Mar. 20 <sup>th</sup>	Orion Township Offices
Apr. 17 <sup>th</sup>	Oxford Village Offices
May 15 <sup>th</sup>	Rowland Hall
Jun. 19 <sup>th</sup>	Oxford Township Offices
<b>NOTE:</b> No scheduled meeting in <u>July</u> .	
Aug. 21 <sup>st</sup>	Orion Township Offices
Sep. 18 <sup>th</sup>	Oxford Village Offices
Oct. 16 <sup>th</sup>	Addison Township Offices
Nov. 20 <sup>th</sup>	Oxford Village Offices
Dec. 18 <sup>th</sup>	Orion Township Offices

#### **Oxford Township Offices**

300 Dunlap Road, Oxford, MI 48371

#### **Rowland Hall**

23 East Elmwood, Leonard, MI 48367

#### **Orion Township Offices**

2525 Joslyn Road, Lake Orion, MI 48360

#### **Oxford Village Offices**

22 West Burdick, Oxford, MI 48371

#### **Addison Township Offices**

1440 Rochester Road, Addison Twp., MI 48367