

THE REGULAR MEETING OF THE POLLY ANN TRAILWAY MANAGEMENT COUNCIL was held April 17, 2024; 3:00 p.m. at the Oxford Village Offices.

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

2. PLEDGE OF ALLEGIANCE AND INVOCATION: Curtis Wright (Chair)

3. ROLL CALL: (Members Present)

Curtis Wright (Chair), OXT
Mike McDonald (Secretary), LV
Jonathan Nold OXT
Aaron Whatley, ORT
Matt Pfeiffer, ORT
Kevin Greene (non-voting Citizen Rep)
Allison Kemp, OXV
Ed Brakefield (Vice Chair), AT (arrived 4:00 PM)

ABSENT:

Bruce Pearson (Treasurer), AT (excused)

ALSO PRESENT:

Linda Moran (Trail Manager), Kristen Wiltfang (Oakland County Ec. Devt), Joe Madore (Oxford Village), Dave Barnes (Wade Sullivan Ride), Steven Gamrat, Braden Quisenberry, Marilyn Trent

4. APPROVAL OF AGENDA:

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

To approve the April 17, 2024 meeting Agenda.

Upon a Voice Vote:

AYES: (6)

NAYS: (0)

ABSENT: (2)

MOTION CARRIED

5. CONSENT AGENDA:

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

To approve the Consent Agenda including:

- Approval of March, 2024 Meeting Minutes
- Approval of Bills to be paid for: March, 2024 in the amount of \$6,996.10
- Receive and File Financial Reports for March, 2024
- Receive and file Trail Manager Report for April, 2024

ROLL CALL:

AYES: Wright, Nold, McDonald, Kemp, Whately, Pfeiffer

NAYS: None

ABSENT: Brakefield, Pearson

MOTION CARRIED

6. PUBLIC COMMENT: Dave Barnes representing Wade Sullivan informed Council on their proposed project.

7. CITIZEN REPRESENTATIVE REPORT: Kevin highlighted the damage to the trail due to the trees that came down in recent wind storms.

8. UNFINISHED BUSINESS

a.) Leonard Yard Drinking Fountain

Secretary McDonald informed the Council about the Leonard Yard Well operation and continued use or lack of use. Council members suggested various options to continued operation and provision with water and alternate water sources for trail users. Councilor McDonald asked for a delay in opening the well.

Chairman set aside this matter to the May 13, 2024 PATMC meeting

b.) Joslyn Road Property Survey – Next Steps

Communications from attorneys on both sides of this issue were identified and discussed. Kristen Wiltfang reminded the Council that any time state or federal money is used to improve trail property it could become a conversion issue with the MDNR as money from the Trust Fund monies were used on this portion of the trail.

Motion by **Whatley**; Second by **Nold**

To direct the PATMC attorney to respond to the communication from the offending party that the PATMC Council, as owners, are only interested in seeing the requesting attorney inform their client to move (or remove) the fence from PATMC property as surveyed outside the boundary of the property boundaries.

ROLL CALL:

AYES: Wright, Pfeiffer, Nold, McDonald, Kemp, Whately,

NAYS: None

ABSENT: Brakefield, Pearson

MOTION CARRIED

c.) Flashing Beacon Lights

Discussion on replacing/installing flashing beacon signals at trail crossings on Drahner and Seymour Lake Road. The public generally appreciates the lights and safety is always a priority. Since the light systems are expensive and could be included in future trail improvement plans, we can explore further warning signage on the trail at busy intersections. Should the public or other organization provide the funding we could then reconsider our current position to not re-install this type of crossing alert.

d.) PATMC Outstanding Items List

Chairman Wright reviewed and updated Council on current items and additional items for the future.

Completed items and some items which are underway were discussed and will be reviewed as part of the regular review process.

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

Add the Wade Sullivan Gazebo to the current Agenda for consideration at this time.

ROLL CALL:

AYES: Wright, Nold, McDonald, Kemp, Whately, Pfeiffer

NAYS: None

ABSENT: Brakefield, Pearson

MOTION CARRIED

Wade Sullivan Gazebo

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

To authorize the Wade Sullivan Gazebo construction project at Orion subject to approvals and permits from Orion Township and the direction and coordination with Polly Ann Trail Manager.

ROLL CALL:

AYES: Wright, Nold, McDonald, Kemp, Whately, Pfeiffer

NAYS: None

ABSENT: Brakefield, Pearson

MOTION CARRIED

e.) Leonard Corral Reconstruction

Trail Manager Moran updated Council on plans and cost to perform the Corral reconstruction at the Leonard Yard. The PATMC will purchase the material for the replacement corral and the labor and equipment will be from volunteers from Addison Township and the Village of Leonard. May is the projected completion when Council approves the expenditure for material.

Motion by **Wright**; Second by **Nold**

To authorize the Trail Manager to purchase from The Home Depot at the quoted amount except for sales tax, not to exceed \$1,000 dollars, for the materials to reconstruct the corral located at the Leonard Yard. The amount to be expensed to Account 298-853-932.000 Maintenance of Grounds.

ROLL CALL:

AYES: Nold, McDonald, Kemp, Whately, Pfeiffer, Wright

NAYS: None

ABSENT: Brakefield, Pearson

MOTION CARRIED

9. NEW BUSINESS

a.) Event Request – Justin’s Nature Walk

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

To approve the event application for Justin's Nature Walk for June 8, 2024 pending the receipt of the necessary forms by the Trail Manager Linda Moran.

Upon a Voice Vote:

AYES: (6)

NAYS: (0)

ABSENT: (2)

MOTION CARRIED

b.) Pollinator Garden Project Approval

Braden Quisenberry, an Oxford High School Early College student informed the Council about his Capstone Project through the Oxford Schools to redo and upgrade the Pollinator Project in Oxford Village. He introduced Marilyn Trent, who is on the Rochester City Council and started the volunteer organization to create and maintain similar gardens in Rochester. She and the volunteers from Rochester Pollinators are assisting Braden in designing the garden layout and will assist him in the project, including a donation of \$1,000 dollars for it.

Motion by **Kemp**; Second by **Nold**

To approve the Pollinator Garden Project Proposal to honor the memory of Justin Schilling located near the White Pine Coffee Roaster Shop in the Village of Oxford along the Polly Ann Trail and direct the Trail Manager to oversee the project.

Upon a Voice Vote:

AYES: (7)

NAYS: (0)

ABSENT: (1)

MOTION CARRIED

c.) Culvert Replacement in Orion Township

Chairperson Wright opened discussion and Councilor Whatley informed the Council that Orion Township would be contributing \$4,000 dollars to the project in appreciation of the benefit to the Orion community this project would provide.

Motion by **Brakefield**, Second by **Nold**

To approve the quote from Superior Excavating dated April 9, 2024 in the amount of \$15,400.00 for the installation of a 15" culvert near Scripps Road in Orion Township. Superior Excavating shall provide the necessary insurance certificates naming the PATMC and MDNR as named insured and Trail Manager Linda Moran will oversee the project on behalf of the Polly Ann Trailway Management Council. This \$15,400 dollar amount to be expensed to Account 298-853-932.000 Maintenance of Grounds.

ROLL CALL:

AYES: Wright, McDonald, Kemp, Whately, Pfeiffer, Brakefield, Nold

NAYS: None

ABSENT: Pearson

MOTION CARRIED

d.) Mowing Contract

Motion by **Wright**, Second by **Brakefield**

To approve the Request for Proposals for Mowing Services with Urban Habitat Outdoor Services for a two (2) year period commencing with the 2024 mowing season with an option for a third (3) year in 2026 at the flat rate of \$750 for each full mowing occurrence, and authorize the Polly Ann Trailway Management Council Chairperson to sign the Request for Proposals for Mowing Services. The mowing costs to be expensed to Account 298-853-932.000 Maintenance of Grounds.

ROLL CALL:

AYES: Kemp, Whately, Pfeiffer, Brakefield, Nold, Wright, McDonald

NAYS: None

ABSENT: Pearson

MOTION CARRIED

e.) Eagle Scout Project – Mini Library

This item was placed on the agenda as an amendment during the second Public Comment session. Steven Gamrat informed the Council about his Eagle Scout project to construct and place a mini library on the Polly Ann Trail near the Burdick Street crossing in Oxford Village.

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

To authorize the Boy Scout Mini Library Project by Steven Gamrat on the Polly Ann Trail at Burdick Street subject to the direction and approval of the Trail Manager Linda Moran.

Upon a Voice Vote:

AYES: (7)

NAYS: (0)

ABSENT: (1)

MOTION CARRIED

10. PUBLIC COMMENT

Steven Gamrat, an Eagle Boy Scout candidate, asking for permission to place a mini library on the trail.

Secretary McDonald made a motion to amend the agenda to place this item on the agenda for New Business for consideration at this time. Councilor Whatley seconded the motion.

Upon a Voice Vote:

AYES: (7)

NAYS: (0)

ABSENT: (1)

MOTION CARRIED

Joe Madore commented on the latest round of federal grant funding.

(PATMC April 17, 2024 Minutes continued)

11. COUNCIL COMMENTS

Village of Oxford Parking lot closed for paving from mid-April

12. ADJOURNMENT

Motion by **Pfeiffer**, Second by **Whatley**;

To adjourn at 4:27 pm.

Upon a Voice Vote

AYES: (6)

NAYS: (0)

ABSENT: (2)

MOTION CARRIED

NEXT REGULAR MEETING: 3 PM on May 15, 2024 at the Village of Oxford Offices.

CHAIRMAN: _____
Curtis Wright

SECRETARY: _____
Michael McDonald