

THE REGULAR MEETING OF THE POLLY ANN TRAILWAY MANAGEMENT COUNCIL was held January 15, 2025,
at the Oxford Township Offices.

POLLY ANN TRAILWAY MANAGEMENT COUNCIL MINUTES

1. **MEETING CALLED TO ORDER** BY CHAIRMAN Curtis Wright at 3:00 PM.

2. **PLEDGE OF ALLEGIANCE AND INVOCATION:** Ed Brakefield

3. **ROLL CALL:** (Members Present)

Curtis Wright (Chair), OXT
Ed Brakefield (Vice Chair), AT
William Moore, LV
Aaron Whatley, ORT
John Carson, ORT (*Alternate*)
Catherine Colvin, OXT

ABSENT:

Allison Kemp, OXV
Mike McDonald (Secretary), AT
Matt Pfeiffer, ORT

ALSO PRESENT:

Linda Moran (Trail Manager)
Kevin Green, Citizen Representative

4. **APPROVAL OF AGENDA:**

Motion by Brakefield; Second by Colvin

To approve the January 15, 2025 meeting agenda as presented.

Upon a Voice Vote:

Ayes: (6)

Nays: (0)

Absent (2)

MOTION CARRIED

5. **CONSENT AGENDA:**

Motion by Brakefield; Second by Whatley

to approve the Consent Agenda including:

Approval December 18, 2024 Meeting Minutes

Approval December 18, 2024 Special Meeting Minutes

Approval of Bills to be paid for: December 2024 in the amount of \$4,472.90

Approval of Financial Statements for December 2024

Receive and File the Trail Manager report of January 2025

ROLL CALL:

AYES: Brakefield, Colvin, Moore, Whatley, Carson, Wright

NAYS: None
ABSENT: Kemp, McDonald
MOTION CARRIED

6. **PUBLIC COMMENT:** None

7. **Citizen Representative Report:** None

8. **Unfinished Business**

a. **Consent Judgment – 539 Joslyn Road**

Motion by Brakefield; Second by Colvin

To approve the Consent Judgment and authorize the attorney to sign and file (*the Consent Judgment*) with the court.

ROLL CALL:
AYES: Whatley, Carson, Brakefield, Colvin, Moore, Wright
NAYS: None
ABSENT: Kemp, McDonald
MOTION CARRIED

9. **New Business**

a. **2025-2026 MMRMA Insurance Policy Renewal**

Original Motion by Brakefield; Second by Whatley

to approve the renewal of the Polly Ann Trailway Management Council Insurance Policy with the Michigan Municipal Risk Management Authority for the period of February 25, 2025 through February 25, 2026 in the amount of \$3,594.00 and authorize the Chairman to sign the Coverage Proposal on behalf of the Polly Ann Trailway Management Council. This \$3,594.00 amount to be expensed to account 298-853-955.000 Insurance - Polly Ann Trail.

ROLL CALL:
AYES: None
NAYS: Wright, Carson, Whatley, Moore, Colvin, Brakefield
ABSENT: Kemp, McDonald
MOTION FAILED

Amended Motion by Brakefield; Second by Whatley

to approve the renewal of the Polly Ann Trailway Management Council Insurance Policy with the Michigan Municipal Risk Management Authority for the period of February 25, 2025 through February 25, 2026 in the amount of \$3,594.00 and authorize the Chairman to sign the Coverage Proposal on behalf of the Polly Ann Trailway Management Council. This \$3,594.00 amount to be expensed to account 298-853-955.000 Insurance - Polly Ann Trail. The Chairman is authorized to sign the Coverage Proposal if there are additional costs to the Insurance Policy.

ROLL CALL:

AYES: Moore, Colvin, Brakefield, Whatley, Carson, Wright

NAYS: None

ABSENT: Kemp, McDonald

MOTION CARRIED

b. Trail Manager Contract Renewal

Motion by Whatley, Second by Brakefield

To approve an Independent Contractor Agreement (*with Linda Moran Services, LLC*) for a two (2) year term with a three percent (3%) annual payment increase in each year of the Agreement beginning April 1, 2025 and terminating March 31, 2027.

ROLL CALL:

AYES: Moore, Colvin, Brakefield, Carson, Whatley, Wright

NAYS: None

ABSENT: Kemp, McDonald

MOTION CARRIED

c. Portable Restroom

Motion by Brakefield; Second by Colvin

that the Polly Ann Trailway Management Council directs Trail Manager Linda Moran to contact Turner Sanitation and order one (1) portable restroom from Turner Sanitation to be placed at Milk Run along the Polly Ann Trail beginning April 1, 2025 and to be removed November 30, 2025. The cost of the portable restroom to be expensed to account 298-853-932.000 Maintenance of Grounds.

ROLL CALL:

AYES: Whatley, Carson, Brakefield, Colvin, Moore, Wright

NAYS: None

ABSENT: Kemp, McDonald

MOTION CARRIED

d. Master Plan Update Preparation

Chairman Wright briefly discussed with Council to begin the preparation for the next Master Plan which is scheduled to be approved by January 1, 2026. More discussion will occur at future Council meetings in 2025.

10. Public Comment None

11. Council Member Comments

Trail Manager Moran was recognized for the funds received from the MDNR for trail improvements.

12. Adjournment

Motion by Whatley; Second by Brakefield

To adjourn the meeting at 3:37 p.m.

Upon a Voice Vote:

Ayes: (6)

Nays: (0)

Absent (2)

MOTION CARRIED

Next Regular Meeting: 3:00 PM on April 16, 2025 at the Village of Oxford Offices.

CHAIRMAN


Curtis Wright

SECRETARY


Michael McDonald