

**CHARTER TOWNSHIP OF COMMERCE
QUARTERLY DISCUSSION MEETING OF THE TOWNSHIP
BOARD OF TRUSTEES AND SPECIAL JOINT MEETING
WITH THE PARKS AND RECREATION COMMITTEE
2009 Township Drive
Commerce Township, MI 48390
Tuesday, July 23, 2019, 7:00 p.m.**

CALL TO ORDER: Supervisor Scott called the Township Board of Trustees meeting to order at 7:00 p.m.

ROLL CALL: Present: David E. Scott, Supervisor
Melissa Creech, Clerk
Molly Phillips, Treasurer
Bob Berkheiser, Trustee
George Weber, Trustee
Vanessa Magner, Trustee
Rick Sovel, Trustee

Also Present: Jim Dundas, Fire Chief
Jason Mayer, Giffels Webster
Hans Rentrop, Township Attorney

ITEM 1: PUBLIC COMMENTS

Trustee Berkheiser introduced Boy Scout Troop 308. They attended this meeting to work towards a merit badge.

ITEM 2: ROCK RIDGE SITE CONDOMINIUM

Jacob Park with Rock Ridge Investments LLC of Commerce MI was present.

David Campbell, Planning Director, said this is for a new single-family site condominium on the north side of Pontiac Trail east of Beck Road. The new neighborhood to be called Rock Ridge would consist of 17 single-family detached homes on lots consistent with the property's R-1D zoning

Hans Rentrop, Township Attorney, reviewed the Master Deed and made note in his letter dated July 11, 2019 of changes that need to be made to the Master Deed.

MOTION by Berkheiser, supported by Phillips, to approve PSP #19-0005 Rock Ridge single-family site condominium (17 new home sites proposed on 9.2 undeveloped acres zoned R-1D North side of Pontiac Trail between Beck Rd and West Park Drive) subject

ITEM 2: ROCK RIDGE SITE CONDOMINIUM (Motion continued)

to review of the revised Master Deed by the Township Attorney and approval by the Township Engineers.

MOTION CARRIED UNANIMOUSLY

ITEM 3: SLEETH ROAD SANITARY SEWER REHABILITATION

Jason Mayer, Giffels Webster, said a total of three (3) bids were received ranging from \$311,250.00 to \$591,000.00. The low bid was submitted by Inland Waters Pollution Control, Inc. of Detroit, MI at \$311,250.00. The second low bid was submitted by Insituform at \$399,954.50. On the basis of experience, qualifications, review of references, and their submittal of the lowest responsive bid, he recommends that the Sleeth Road Sanitary Rehabilitation Project construction contract be awarded to Inland Waters Pollution Control, Inc. in the amount of \$311,250.00. Final payment will be based on unit prices quoted in the Proposal and final field measurements.

MOTION by Berkheiser, supported by Weber, to award the construction contract for Sleeth Road Sanitary Rehabilitation Project No. 19459.00 to the low bidder, Inland Waters Pollution Control, Inc., in the amount of \$311,250.00 and approve the Sanitary Rehabilitation Project Budget Project Budget in an amount not to exceed \$445,000.00

MOTION CARRIED UNANIMOUSLY

ITEM 4: SPECIAL LIQUOR LICENSE APPLICATION – WOODSTOCK IN THE D

No action taken

CALL TO ORDER: Vice Chairperson Tim Wichert called the Parks and Recreation Committee meeting to order at 7:15 p.m.

ROLL CALL: Present: Tim Wichert, Vice Chairperson
Barbara Garbutt, Secretary
Bob Berkheiser
Michelle Holmes
William Petsch, (arrived 7:31 p.m.)

Absent: Rachel Kast, Chairperson (excused)
Linda Champagne (excused)

Also Present: Emily England, Director of Senior Services/Parks and Recreation

ITEM 5: PARKS & RECREATION COMMITTEE DISCUSSION

Vice Chairperson Wichert and Director of Senior Services/Parks and Recreation Emily England, gave an update on the Parks and Recreation Committee's plans and goals for each park as follows:

Dodge Park – Upgrade park signage and upcoming projects. Currently working on bathrooms and a parking area.

Hickory Glen Park – concept plan will put an emergency exit in the park and develop a parking area.

Maple Glen Park – Intend to improve signage (directional), upgrade restroom and concession facilities.

Board comments – Maple Glen and Hickory Glen Parks – we need to find a better way to handle the trash. Need to look into the idea of installing a cement pad to place under the bleachers and to use for wheelchairs or folding chairs.

Bicentennial Park – would like to improve the Master Plan, look at the tennis court and make improvements based on the concept plan. They received input from nearby neighbors on what they would like to see at the park (pickle ball and a skate park). The park needs a facelift.

The Byers Home - Hope to make the home accessible and safe and use as an educational and historical structure.

Mill Race Park - Intend to improve trails and take care of forestry issues.

Board comments - maintenance staff continues to remove graffiti. Need to reinforce the banks of the river possibly by incorporating a walkway/jogging path.

Ralph C Richardson – Intend to improve parking and shade the playground area.

Robert H. Long - \$25,000.00 budgeted to manage vegetation, provide connection with the M5 trail, repairs to the covered bridge railing and resurface the parking lot.

Wise Woods and Victory Park – To create a parking area for the trail head, update the concept plan for CW3 soccer, new parking on the south side and provide a designated access to the property.

Board comments - Supervisor Scott suggested we may want to look at Oakside Street for offsite parking for Wise Woods and we should consider fencing the roadside of the property for security reasons.

ITEM 5: PARKS & RECREATION COMMITTEE DISCUSSION (continued)

Supervisor Scott recommends placing informational signage in all parks.

Trustee Weber suggested we give direction to the Parks and Recreation Committee on what the Board wants to see done with the Township Parks.

ITEM 6: BYERS HOUSE

Emily England, Director of Senior Services/Parks and Recreation, stated the estimate for the proposed work to make the Byers house structurally sound came in at \$110,000.00. There were two quotes received from Wiss, Janney, Elstner Associates, Inc. and Plant Moran CRESA for preparing construction documents and overseeing the project.

A general discussion followed regarding insurance requirements the Township needs for groups using Township parks.

Supervisor Scott said the Township needs to manage their parks instead of groups that are using them on a continuous basis. He also said we need to either expand or repair Byers House in order to preserve the house and make it safe.

Trustee Weber feels the Board needs to decide what their vision is for Byers House and the property. William Petsch said the house is a long standing attraction for Commerce Township and he would like to see it preserved.

Supervisor Scott said we need a professional opinion of what we can do to the house that will not age the history of the house. We need guidance for climate control for longevity of the home.

MOTION by Berkheiser, supported by Creech, to contract with Plant Moran CRESA in the amount of \$5,000.00 for bid preparation for repairs to Byers House.

MOTION CARRIED UNANIMOUSLY

ITEM 7: DODGE PARK V

Jason Mayer, Giffels Webster, gave an update on Scarlet's Smile playground and gave an overview of Dodge Park V Improvements. Cost to the Township for Phase 1 will be \$1,110,000.00. Does the Township want to move forward on the splash pad?

Treasurer Phillips – we agreed to build the restroom but did not agree to pay for the splash pad or the extra \$220,000 to place the pump in the restroom.

ITEM 7: DODGE PARK V (continued)

Supervisor Scott met with Larenne Clark, Scarlet's Smile, and she told him in the future fundraising may warrant a splash pad at another park.

Emily England, Director of Senior Services/Parks and Recreation, spoke to Larenne Clark tonight and she told her they are not in the position to donate for a splash pad at this time.

MOTION by Scott, supported by Berkheiser, to move forward with Phase 1 of the Dodge V Park restroom project without the splash pad and use the same plans for the restroom with the following change: the area that was designated for the splash pad pump will now be designated a storage area. Cost, after grant funds, to the Township shall be \$1,100,000.00.

MOTION CARRIED UNANIMOUSLY

ITEM 8: SENIOR TRANSPORTATION

The Board reviewed the draft Interlocal Agreement for Transportation Services.

Supervisor Scott said there are three options to consider:

- Do nothing
- Contract with Peoples Express for one vehicle that will not transport outside Township's boundaries.
- Contract with West Oakland Transportation Authority (WOTA) for access to 12 vehicles that will expand coverage to a 5 mile radius outside the boundaries of Commerce Township, Highland Township, Waterford Township and White Lake Township. The cost will be \$150,000.00 per year.

MOTION by Scott, supported by Berkheiser, to direct the Township Attorney to redraft the Resolution Regarding Notice of Intent and Grants for West Oakland Transportation Authority to include Commerce Township, Highland Township, Waterford Township and White Lake Township with an annual fee up to \$150,000 for two years, formalize the first year's budget and include an opt out clause. This will be brought back to the Township Board for review. Additionally request Highland Township provide us with an actual budget.

MOTION CARRIED UNANIMOUSLY

The Board revisited discussion on park improvements. It was agreed upon to prioritize improvements in the parks by starting with Byers, then Mill Race, Hickory Glen and Wise Woods.

MOTION by Petsch, supported by Holmes, to adjourn the Parks and Recreation Committee meeting at 9:59 p.m.

MOTION CARRIED UNANIMOUSLY

ITEM 9: HORSE FARM

A general discussion took place on the vision the Board wants to see for the horse farm located at 2552 Wixom Road. Does the Board want to spend money for repairs if Ms. Hancock enters into a lease agreement with the Township? It was agreed upon to ask the Township Attorney to draft a consignment agreement and bring it back to the Township Board for review and approval.

Trustee Weber said we need to know what the minimum cost will be to repair the barn before we present an agreement. Supervisor Scott will discuss this with Jay James, P.E. Building Official.

Adjournment

MOTION by Berkheiser, supported by Creech, to adjourn the meeting at 10:24 p.m.

MOTION CARRIED UNANIMOUSLY



Melissa Creech, Clerk
Charter Township of Commerce