

**FINAL-Committee Approved
CHARTER TOWNSHIP OF COMMERCE
PARKS AND RECREATION COMMITTEE MEETING**

Monday, May 23, 2011
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Chairperson Petsch called the meeting to order at 7:00 pm at the Commerce Township Offices

ROLL CALL: Present: William Petsch - Chairperson
Dave Schultz-Vice Chairperson
Peter Pace – Secretary
Michelle Holmes
Dan Munro
Tim Wichert
Dick Zemmin

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

COMMUNICATIONS:

Letter received from a Commerce Township resident with comments regarding a proposed sledding hill on Township property. Reviewed by Committee and entered into minutes.

APPROVAL OF MINUTES:

MOTION by Pace, supported by Zemmin, to approve the April 25, 2011, Parks and Recreation Committee Regular Meeting Minutes, as submitted.

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENTS:

Mr. Daniel Stanaj
3825 Ranya Dr.
Commerce Township

Tyler Parman
8500 Pine Cove Dr.
Commerce Township

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PUBLIC COMMENTS (Continued...):

Mr. Stanaj and Mr. Parman are college engineering students who are interested in starting a paintball area in Commerce Township. They spoke to the Committee regarding the following:

- Air soft and paint ball
- Not bad for the environment, little or no clean up as a product called litter biodegradable paintballs are available
- Air soft and paint ball
- Willing to assist with the cost by fundraising
 - Already have organizations who have expressed interest in donating
 - Non profit funding

Although Commerce Township is working on acquiring the property in question, it has not yet been purchased. The Committee is pleased with this request and the amount of research that has been done. The following comments/requests were made:

- Suggested forming a 501C3 group supporting the paintball request
- Obtain aerial map and draw out proposed area for sport
- Explain where funding will come from and projected amount
- As these residents are studying engineering, put together a building design
- Submit all information to Parks and Recreation Committee and request to be included on the agenda for review

Linda Champagne
250 Oak Island
Wolverine Lake

Ms. Champagne is a member of the Wolverine Lake Parks & Recreation Committee. In addition to observing the meeting, she spoke regarding paintball being a requested sport in Wolverine Lake and her interest in working with Commerce Township in shared parks.

PRESENTATION

None

ITEM 1: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT

Commerce Little League – Mike Snyder, President

Mr. Snyder was unable to attend tonight's meeting. Mr. Snyder reported, via e-mail, on the following:

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**ITEM 1: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT
(Continued...)**

- All Star Game will be on Saturday, May 28, 2011
- Now able to serve hot food from the concession stand. Thus far, we have limited this to pizza and hot dogs.
- Planning for the 12U Little League State Tournament continues. It will take place at the Maple Glen fields beginning July 21, 2011, and continue through July 29, 2011.
- We have reviewed the league contract, and our attorney (who is on the CLLB Board of Directors) is in discussion with the township attorney on a couple of issues that we would like to address in the contract.
- We will likely have a fall ball season to begin late August, early September. Discussions are underway and we will make a decision on this in the next two weeks or so.
- We are evaluating the possibility of forming competitive travel teams from each age group (8U - 14U) who would participate in the Kensington Valley League and Tournaments through the spring and summer, beginning next year.
- As a little league organization, we are losing many kids to travel baseball programs and we are looking for a means to keep the Commerce families at the Maple Glen fields.

Soccer - CW3, John Varcie

Mr. Varcie was not available this evening. Mr. Jim Holt was present. Not many updates to report on, everything is going well.

Lakes Athletics - Frank Vigliarolo, President

Mr. Vigliarolo was not present.

Interlakes Girls Softball – Tim Bailey, Vice President

Mr. Bailey was unable to attend tonight's meeting.

Friends of Byers - Ellen Smith/Sharon

Discussed under Item 10

ITEM 2: PARKS AND RECREATION DEPARTMENT REPORT

Please see attached report. Site visit to Maple Glen Park today.

ITEM 3: TOWNSHIP BOARD REPORT

Dan Munro gave a report on the following:

- Reappointed Mr. Petsch and Mr. Zemmin to the Parks & Recreation Committee

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ITEM 3: TOWNSHIP BOARD REPORT (Continued...)

- Library Advisory Board
- DDA Board replacements
- Rewarded electrical bid for Dodge Park
- Vendor agreements, process for signing such agreements.
- Risk management requests from Parks Committee
- New ladder truck was ordered for the Fire Department
 - Delivery scheduled for winter, 2011
- Ground breaking ceremony for road construction project Martin Parkway
- Transfer of library property from DDA
- Approved reconfiguration of entrance at Library
- Board approved 4 day work week
 - To begin June 6th
 - Summer trial period
- “Did you know” campaign has begun and is being advertised on the billboard

ITEM 4: MAINTENANCE REPORT

Please see attached report. In addition:

- Picnic table in the river at Dodge Park is on the list for removal as equipment becomes available.
- Village sign is being repainted for reinstallation

ITEM 5: PAVING/WELCH RD

Mr. Munro discussed the following:

- Excavating near the water treatment plant
 - Has resulted in a large amount of dirt on site
 - Seeking most cost effective solution for dirt removal
- Possible creation of sledding hill
 - Eliminate the cost of removing dirt
 - Dirt is currently an eyesore
 - Will create a winter sport for residents
- Contour the landscaping to create another recreation area for residents
 - Will require light routine maintenance
- Possible paving
- Have Wade Trim evaluate for input on what proper dimensions would be for a sledding hill
 - Discuss slope of hill before scheduling paving
 - Tree relocation
- Discussed neighboring communities with sledding hills

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ITEM 5: PAVING/WELCH RD (Continued...)

- Estimated cost is \$35,000.00
 - funding is available
- Unknown at this time if hill would be usable this winter
- Hydro seeding
- Parking lot
- Tree relocation

The Committee requested that Mr. Munro complete research on the following for discussion at the scheduled June meeting:

- Parking lot layout
- Preparation information for paving
- Projected costs for hydro seeding

ITEM 6: HICKORY GLEN MASTER PLAN

Combined with Item 7.

ITEM 7: MAPLE GLEN MASTER PLAN

- Construction phasing
- League involvement
- Possible concerns regarding lack of warm up areas in Maple Glen Park
 - Fields will be used for tournament play

MOTION by Wichert, supported by Holmes, to recommend to the Commerce Township Board of Trustees, acceptance of the concept plans for the Hickory Glen Master Plan and the Maple Glen Master Plan.

MOTION CARRIED UNANIMOUSLY

ITEM 8: PARKS AND RECREATION COMMITTEE BY-LAWS

The Committee went through the Parks and Recreation Committee By-Laws 1 article at a time. Discussion followed and the following recommendation was made:

- Wolverine Village requested a seat on the Commerce Township Parks and Recreation Committee.
 - Commerce Township Parks & Recreation Committee members are in agreement.
 - The next vacancy on this Committee will be filled with a resident of Wolverine Village.
- Space out term ending dates so the Committee does not run the risk of several new members at one time
- Modify section 2

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ITEM 9: CONCERT IN THE PARK

Mr. Pace discussed the following:

- Banner example was passed out; will be placed in 5 locations
- Newspaper articles from press release constructed by Mr. Zemmin
- Request participation from Wolverine Village
 - Letter to be sent to Wolverine Village
- Advertising on billboard
- Concert will be advertisement in local paper, twice
- Mr. Zemmin to construct an updated press release
- Seeking new advertising ideas
- Vendor agreement will be complete by the end of the month
- Donations collected
- Sponsorship incentives
 - Include business name on the sponsorship banner
- Electrical for Dodge Park
 - Waiting for miss dig
 - Construction to follow
- Send letter to the larger organizations and corporations in the Township to notify them of the opportunity to get involved in this community event

This is a very exciting event for the Township. The Committee appreciates all of the hard work Mr. Pace and Ms. England have invested into this grand event!

ITEM 10: FRIENDS OF BYERS – BARN ROOF

Ms. Ellen Smith, representatives from FOB, and the Committee Members discussed the following:

Barn roofing bids

- 3 roofing bids were submitted
 - QHR Roofing & Remodeling
 - Mr. Roof
 - Roof-Rite
- FOB recommends securing QHR as the contractor
 - Premium shingles were included in estimate.
 - S GAF Camelot II Series D Lifetime shingle
 - This type of single will look historic, similar to original roofing
 - Lifetime shingle
 - QHR is a local business in Milford, owner is a former Commerce Township resident
- Total contract price after \$500.00 promotional offer and \$500.00 QHR, LLC donation is \$5,295.00
 - Quote good for 30 days

ITEM 10: FRIENDS OF BYERS – BARN ROOF (Continued...)

- Owner included \$1,000.00 personal donation in his bid
- Permit charge is not included
- Is roofing wood included in price?
 - FOB will have QHR fax addendum to quote
- Friends of Byers contribution is \$2,650.00

MOTION by Petsch, supported by Schultz, to recommend to the Commerce Township Board of Trustees, acceptance of roofing bid, as indicated in the Oakland County Byers report, from QHR Roofing & Remodeling, for replacement of the Barn Roof at the Byers site, which includes the fascia wood, Camelot II Series D Lifetime shingle, permit and inspection fees, with a contribution from FOB in the amount of \$2,650.00. Total price approved not to exceed \$5,300.00 with all items above included.

MOTION CARRIED UNANIMOUSLY

FOB expressed their concerns that they felt as though not enough funding was being allocated for their site. Chairman Petsch explained that now that the Township is in possession of the Oakland County Report, they have a list of priorities to work with. There is allocated funding that is being approved for priority projects for the Byers site and is a priority for the Township.

The Parks & Recreation Committee will be holding special budget meetings this summer. FOB should be prepared to present ideas and their planned contributions to these projects when the meetings are held.

Furthermore, all of the work from Friends of Byers is appreciated not only by the Parks and Recreation Committee and the Township, but also the residents and children in the community.

Now that a plan is in effect, both parties are expected to follow the guidelines. In combination with the committee, a budget session will occur and be proposed to the Commerce Township Board of Trustees.

FOB explained that the farmhouse is being cleaned out and there are a lot of broken windows. They are in need of historic glass. The furnace in the farmhouse is not working. Additionally, FOB has concerns regarding the bridge structure and logs float against the footbridge. Commerce Township maintenance staff will evaluate however DNR may have to be contacted.

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ITEM 11: LEAGUE CONTRACTS

3 League Contracts are almost ready to go to for approval. Each is a unique contract so they cannot be rushed through. Every effort is made to keep the best interest of the League and Township a high priority.

ITEM 12: REVENUE & EXPENDITURE REPORT

No report available.

ITEM 13: AGENDA REQUEST

- Concert in the parks
- Budget meetings
- Sledding hill
- Bi-laws

ITEM 14: OTHER MATTERS

- Community Honors Breakfast was well attended and enjoyed

Monument at Hickory Glenn Park

- Information given to Committee from original motion
- Motion made it clear no permanent monuments were approved and are not to be constructed or installed
- Letter will be sent to league with information on original discussion requesting removal
- Plaque at Maple Glenn is in a garden- type setting
- Memorial at Hickory Glenn is a monument; cement pillar with a plaque on it in front of the field.
- Committee is very sensitive to the matter, however, have to set a precedence in the township; specifically stated that league was allowed to honor the death of the umpire for a season with the field for a year, no sort of monument was ever approved. If you move monument, looking at it from a planning perspective, it will create desire for other such monuments. Bounds were overstepped in this case. Leagues are very appreciated however ultimately, they are guests in the park; do not have control over – could be honored in the form of a functional part of the park
- Batting cages were built with funds specifically raised for that purpose and was approved correctly through the Township
- Relook at sponsorship liability
- Committee requested Mr. Frank Vigliarolo attend this month's meeting; league did not send a representative

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ITEM 14: OTHER MATTERS (Continued...)

- Will consider if it improves the functionality of the park
- Monument as it is should be removed.
- Send letter requesting removal by the scheduled meeting for June, 2011

ITEM 15: ADJOURNMENT

MOTION by Schultz, supported by Wichert, to adjourn the meeting at 9:40 p.m.

MOTION CARRIED UNANIMOUSLY

Peter Pace, Secretary