

**CHARTER TOWNSHIP OF COMMERCE  
PARKS AND RECREATION COMMITTEE MEETING**

*Monday, July 25, 2011*

2009 Township Drive  
Commerce Township, Michigan 48390

**CALL TO ORDER:** Peter Pace, Secretary, standing in as Chairperson for William Petsch, called the meeting to order at 7:00 pm at the Commerce Township Offices.

**ROLL CALL: Present:** Peter Pace – Secretary  
Michelle Holmes  
Tim Wichert  
Dick Zemmin

**Absent:** Dan Munro, Excused  
William Petsch, Excused  
Dave Schultz, Excused

**Also Present:** Emily England, Director of Senior Services/Parks and Recreation  
Linda Champagne, Wolverine Lake P&R

**COMMUNICATIONS:**

None.

**APPROVAL OF MINUTES:**

**MOTION** by Zemmin, supported by Wichert, to approve the June 27, 2011, Parks and Recreation Committee Regular Meeting Minutes as presented.

**MOTION CARRIED UNANIMOUSLY**

**PUBLIC COMMENTS:**

Ryan Bock, Eagle Scout

Ryan Bock suggested an Eagle Scout project. He's been considering placing signs in parks detailing the local wildlife. He has contacted Kensington and Proud Lake, but has not yet received responses.

Holmes explained that Proud Lake, although located in Commerce Township, is actually a state park. Long Park at 14 Mile and Haggerty may be a good area for this project. There are a lot of birdwatchers there and a significant wildlife presence.

**Parks and Recreation Committee Meeting  
July 25, 2011**

**PUBLIC COMMENTS: (continued)**

Zemmin added that each member of the Parks & Recreation Committee is a steward to a local park, and he is the steward for Long Park. There is definitely a need for this as there is a lot of wildlife there. It is a natural preserve. He recommended getting together at the park to review samples proposed by Brian and provided contact information.

Holmes suggested that a plan be brought back before the Committee and Pace agreed. Pace asked Brian to work with Emily to draft the proposal as she could provide direction and it could be reviewed at next month's meeting. Both Holmes and Pace liked the idea and agreed with moving forward.

Emily stated that there are common questions regarding the trail at the Richardson Center; *How long is the trail? Are there any maps available?* A project including signs and maps indicating these details could also be undertaken.

Holmes mentioned that tree identification was done many years ago at Richardson, and someone also did GPS locations for the non-motorized trail. This will go hand-in-hand with these great enhancements.

Pace applauded Brian's effort to volunteer and suggested that some projects could be done in conjunction with others as a group effort for Eagle Scouts.

Karen Trojnik  
3057 Benstein Rd  
Commerce Township, MI 48390-1107

Karen Trojnik is concerned with the traffic on Benstein Road. She and her five sons use the bike paths at Clara Miller Park; however, they have to drive there as riding on Benstein is unsafe. She inquired about whether or not an additional path is proposed along Benstein Road connecting to the trails.

Holmes confirmed that this pathway is being considered as a priority and the issue has been addressed by many other concerned citizens. Pace added that it is on the radar.

**ITEM 1: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT**

**Commerce Little League – Mike Snyder, President**

Mike Snyder emailed a report dated July 25, 2011. See attached.

**Lakes Area Hawks – Pete Lesner**

Pete Lesner was not present.

**Parks and Recreation Committee Meeting  
July 25, 2011**

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

**Soccer – CW3, John Varcie**

John Varcie discussed the following with the Committee.

- There will be a pre-season camp starting Monday 8/1. Most of the 28 select teams will be at the camp which runs throughout 2 days; they will be there for an hour and 45 minutes early in the day, then another hour and 15 minutes later in the day.
- As far as the amount of usage at Dodge Park over the summer, it has been minimal except for a camp or team get together.
- Regarding upkeep, we will be fertilizing tomorrow. I will be working with Dar Howard. We will also aerate and split-seed both fields at the end of August.

Wichert asked if signs are put out after fertilizing. Pace wondered if stakes are used for notification.

Pace suggested that it couldn't hurt to warn people as they may change their minds and not walk on those areas. He asked if they water after fertilizing.

John explained that watering depends upon the application. It is required with some treatments and Dar lets him know so he can adjust accordingly.

**Friends of Byers – Cheryl Quinn, President**

Cheryl Quinn discussed the following with the Committee:

- The new barn roof was finished on July 8<sup>th</sup>. It took the QHR crew 4 days and the tear-off was done at no additional cost. She was very pleased with their work and would recommend them for future projects.
- Cleanup of the barn is taking place as everything had been packed up during the project.
- Tamworth had a lot of potholes. The community approached us and asked for a few dollars to contribute to repairs. They have now taken care of the issue at a very low cost to our group.
- Pruning is also taking place.
- The mailbox has been re-stabilized and the address is now 213 Commerce Road.
- There will be a Halloween event. Cheryl discussed the event with Val, a representative of Celebrities for Autism, at the Concert in the Park. There may be a joint venture for a small fundraiser on the grounds for Halloween; however, the one concern is parking.

**Lakes Athletics – Frank Vigliarolo, President**

See Item 6.

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

**Interlakes Girls Softball – Tim Bailey, Vice President**

Tim Bailey discussed the following with the Committee:

- We finished a successful season in June.
- First, there are two rooms at the south end of the building. One is a mechanical room housing sprinklers and pumps. The other has been used for storage of janitorial supplies. We would like to use this room for our equipment during the off-season if we could as it is not being fully utilized.
- Second, we would like to have the locks re-keyed as they are several years old and some of the keys are difficult.
- And third is the contract. Minor changes were made which were all agreeable and we are ready to sign.

Emily asked that Tim provide new keys to the PR Department when the locks are re-keyed.

**MOTION** by Holmes, supported by Wichert, to approve Interlakes use of the additional storage area for their equipment.

**MOTION CARRIED UNANIMOUSLY**

**Michigan Mountain Bike Association**

No report.

**ITEM 2: PARKS & RECREATION DEPARTMENT REPORT**

Emily stated that things are going well at the Richardson Center, and discussed the following:

- They had an Ice Cream Social sponsored by Westlake Health Campus.
- There is a free luncheon tomorrow and 65 people have signed up.
- Working on next newsletter for Fall/Winter already.
- New trips are being planned.

**ITEM 3: TOWNSHIP BOARD REPORT**

Although Munro was not present, Pace provided the following:

- The Board did approve the asphalt paving and landscaping of the sledding hill. The area will be reconfigured and re-graded. Part of the budget will come from the sewer fund.
- The sledding hill may be open to the public by next Winter. It is located next to the sewage treatment plant.

Discussion took place regarding new signage and park names. Comments from the public in this regard should be directed to the Township Board of Trustees.

**Parks and Recreation Committee Meeting  
July 25, 2011**

**ITEM 4: MAINTENANCE REPORT**

Emily provided the following report:

- Maintenance is busy working with the landscaping group in the DDA along Martin Parkway and up to the Library.
- Regular maintenance is also underway on these hot and busy days.

Holmes – They are losing a lot of trees along Martin.

Pace – And Dodge Park needs attention as a lot of trees have fallen there lately.

Emily assured the Committee that maintenance is working to address these issues.

**ITEM 5: FRIENDS OF BYERS**

Cheryl Quinn submitted an email dated July 7, 2011; see attached.

She reviewed the request as outlined in the email with the Committee. The barn furnace needs replacing as its had a cracked heat exchanger since 2009. The farmhouse furnace is not working and may also require repair or replacement.

Wichert and Pace expressed concern regarding the carbon monoxide leak from the cracked heat exchanger and liabilities. They felt it would be wise to move forward.

Cheryl provided two preliminary quotes from Mulligan and Matheson for inspections, cleaning, and potential repairs/replacements. The furnace in the barn is from 1958, and the farmhouse unit is believed to be from 1960.

Cheryl also mentioned that the most cost effective scenarios were reviewed, including use of the current exhaust vent. She also discussed with the contractors that the roof was being replaced. Both contractors stated that the vent looks fine.

**MOTION** by Holmes, supported by Wichert, to permit inspection, testing and replacements as necessary for the furnaces at the Byer's barn and farmhouse. Replacement of the barn furnace is expected, and inspection of the farmhouse unit will determine the need in that area. Bids should be sought by the Parks & Recreation Department for these services.

**MOTION CARRIED UNANIMOUSLY**

**ITEM 6: LAKES ATHLETICS**

Emily explained that it has been 3 months since Lakes Athletics has attended a meeting. She was told that the new president would be present; however, he did not attend. Direction is necessary.

Wichert requested that Emily write a letter to Lakes asking them to attend so that issues can be discussed.

**Parks and Recreation Committee Meeting  
July 25, 2011**

**ITEM 7: WILDLIFE SIGNS AT LONG PARK**

Emily presented a proposal submitted by Karen Stamper to post wildlife crossing signs at Long Park. She spends so much time there and she sees a significant amount of dead wildlife. The county won't post signs unless they receive a certain level of reports in the area. Although she has documented her findings, it must not have met county standards. She proceeded to get pricing and bring in the proposal for consideration.

The Committee discussed the sign samples provided, migration patterns for the park wildlife including geese, ducks, turtles, beavers and deer. The proposed area for the signs is at 14 Mile beyond Welch Road. Other potential locations to consider would be Maple Road west of Pontiac Trail, Hickory Glen Park, Glengary and South Commerce Roads, and Richardson near the gun club. Wise Road was also mentioned, and the deer survey was discussed which only showed 4 deer in that area.

Emily stated that permission would need to be requested from the RCOC. Pace stated that the prices were reasonable and the burden of cost would be on the Parks & Rec Department. He requested that Emily proceed with contacting the RCOC and also schedule the item for further review on the August agenda.

**ITEM 8: CONCERT IN THE PARK**

Emily asked those who attended: *What were your perceptions? Would you make any changes or additions?*

Zemmin heard good things and everyone loved it. They would like to see what more we can do for next year, but we don't want to overdo it. We may add one or two more events, but overall the format was a success. The park setting with music was liked by all.

Pace stated that there were two encore songs, but it was over at 9:15.

Pace added that there were over 500 people in attendance. The parking lot was full and holds 100 cars. The driveway holds 25 on either side and was also full. And, 30 cars were counted in the north lot. The event is in dire need of volunteers, especially to assist with parking. The south lot was full and additional parking was available in the north lot, but signage and parking attendants were needed to direct traffic.

Pace thanked John Varcie and Byer's for their participation in the event. Celebrities for Autism was a new group and that was a plus. Friends of the Library were also there again. This is an event that should definitely be brought back again next year. Pace agreed with Zemmin that you don't want to make it overwhelming or too often.

Champagne, Holmes and Pace discussed activities such as a bounce house for children and related grant funding available through Oakland County. The magician and face painter may also return.

**Parks and Recreation Committee Meeting  
July 25, 2011**

**ITEM 8: CONCERT IN THE PARK (continued)**

Pace discussed some of the vendors/sponsors that helped out such as Carvel and Home Depot and their expenses to participate. They all plan to return.

John Varcie asked where to get additional information. Emily stated that it is on the Commerce Township website.

Wichert inquired about the bands for the 8/12 concert. Pace stated that there will be a Country-Western warm-up band, followed by a Classic Rock band which is in the process of being selected.

**ITEM 9: LEAGUE CONTRACTS**

Emily stated that she is still waiting on contracts for CW3 and Friends of Byer's. If you include MMBA, there are 3 to go.

**ITEM 10: PARKS & RECREATION BUDGET**

Emily reviewed the worksheet provided with the Committee.

Wichert asked if there would be a separate meeting to review this. Emily confirmed and it would be held at the Richardson Center as soon as possible.

Zemmin asked if they were bound by the categories. Emily said yes for the general fund, but not for the millage.

Holmes discussed the 2014 renewal and stated that the meeting will cover more than just the wish list – it will include the master plan worksheets and sitting down with each group.

Holmes added that the plans, phases and groups involved in each project can also be presented. Each plan can reflect matching funds from the groups to show maximized funding. They are trying to do this with Maple Glen Park so that CW3 could have their concept plan and grant funds for the soccer fields.

**ITEM 11: REVENUE & EXPENDITURE REPORT**

Tabled for next month.

**ITEM 12: AGENDA REQUEST**

Emily presented these items as reviewed by the Committee:

- Wildlife signs at Long Park
- Furnace at Byer's
- Lakes Athletics

**Parks and Recreation Committee Meeting  
July 25, 2011**

**ITEM 13: OTHER MATTERS**

**August 22<sup>nd</sup> Meeting**

This meeting is our annual potluck, an email will be sent out with what each member will be bringing.

**By-laws**

The Parks and Recreation By-Laws were approved by the Twp. Board

**ITEM 14: ADJOURNMENT**

**MOTION** by Wichert, supported by Holmes, to adjourn the meeting at 8:10 p.m.

**MOTION CARRIED UNANIMOUSLY**

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Peter Pace, Secretary