

**MINUTES
BOARD OF COMMISSIONERS MEETING
HURON-CLINTON METROPOLITAN AUTHORITY
THURSDAY, JANUARY 10, 2013**

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:30 a.m. on Thursday, January 10, 2013 at the Administrative Offices. The meeting was convened in pursuance to a call thereof by the Executive Secretary and due notice was given to the HCMA Board of Commissioners.

Present:	Commissioners:	Anthony V. Marrocco John E. La Belle John C. Hertel Robert W. Marans Timothy J. McCarthy Harry E. Lester Jaye Quadrozzi
	Staff Officers:	
	Director	John P. McCulloch
	Deputy Director	Vacant
	Controller	Lisa Dolan
	Executive Secretary	George Phifer
Others:	Legislative Consultant	George Carr
	Attorney	Michael McGee
	Attorney	Steve Mann

The meeting was called to order by Chairman Marrocco at 10:33 a.m.

1. Chairman's Statement

Chairman Marrocco said he wanted to take a moment to recognize former Commissioner William Kreger who recently passed away. Marrocco asked everyone to bow their heads in a moment of silence for William Kreger. Marrocco also said he wanted to welcome the new board member, Jaye Quadrozzi to the Metroparks.

2. Public Comments

Larry Noodén, Clinton Huron Environmental Coalition (CHEC), said William Kreger was an extremely good public citizen, with high quality standards for the Metroparks. Noodén also welcomed the new board member to the Metroparks.

Toni Spears, HCMA volunteer, said that winter sports have returned to southeast Michigan and it has been great for cross country skiing at Hudson Mills. Spears also congratulated the Metroparks on receiving the 3M ECO grant which will be used with the schools on stewardship programs.

Spears said she would also like information on what has been budgeted for insurance claims this year and what has been budgeted in the past for insurance.

Phil Weipert, Oakland County Commissioner (District – 8), said he wanted to congratulate Ms. Quadrozzi on her appointment to the Metroparks Board. Weipert also congratulated Mr. McCulloch on his appointment as director. Weipert said he has visited the Metroparks and has always enjoyed the parks.

Commissioner Hertel arrived at 10:37 a.m.

3. Minutes

A. December 13, 2012 – 2013 Budget Public Hearing Meeting Minutes

B. December 13, 2012 – Regular Meeting Minutes

C. December 13, 2012 – Closed Meeting Minutes

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners approve the Dec. 13, 2012 public hearing, regular meeting and closed session minutes as submitted by Executive Secretary Phifer and staff.

Motion carried unanimously.

4. Approval of January 10, 2013 Agenda

It was moved by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners approve the Jan. 10, 2013 agenda as recommended by Executive Secretary Phifer and staff.

Motion carried unanimously.

5. Appointment of Board Treasurer

It was moved by Commissioner Lester, supported by Commissioner Marrocco that the Board of Commissioners appoint Commissioner Hertel as Board Treasurer and Commissioner McCarthy be appointed Board Secretary.

Motion carried unanimously.

6. Deputy Director Selection

It was moved by Commissioner Lester, supported by Commissioner Hertel that George Phifer be appointed Deputy Director and that he also maintain his position as Chief of Police.

Discussion was held on this matter.

Commissioner La Belle moved to postpone the Deputy Director selection at this time.

ROLL CALL VOTE

Voting Yes: Commissioners Marrocco, La Belle, Hertel, Quadrozzi, Marans, McCarthy
Voting No: Commissioner Lester
Absent: None

Motion carried.

7. Purchases

Purchasing Buyer Maria van Rooijen requested the Board approve the following purchases:

A. Horse Trailers – Kensington Metropark

- Award contract award RFQ-12-062 to the low responsive, responsible bidder, Triple C Trailer Sales, Inc. in the amount of \$19,810.60 as recommended by Maria van Rooijen, Purchasing Agent and staff.

It was moved by Commissioner Hertel, supported by Commissioner La Belle that the Board of Commissioners approve the purchase as recommended by Buyer Maria van Rooijen and staff.

Motion carried unanimously.

B. Mowers - Hudson Mills, Huron Meadows, Indian Springs, Kensington, Stony Creek

- Award to the low responsive, responsible bidder, Spartan Distributors in the amount of \$302,308.42 as per state of Michigan Contract 071B0200329 as recommended by Purchasing Agent Maria van Rooijen and staff.

Discussion was held on this item.

It was moved by Commissioner Hertel, supported by Commissioner La Belle that the Board of Commissioners approve the purchase as recommended by Buyer Maria van Rooijen and staff.

Motion carried unanimously.

7. Purchases

C. Rip Slide – Stony Creek

- Approve the purchase of an inflatable waterslide for operation at Stony Creek Metropark in an amount not to exceed \$70,000 as recommended by Administrative Services Manager Stone and staff.

It was moved by Commissioner Hertel, supported by Commissioner La Belle that the Board of Commissioners approve the purchase as recommended by Buyer Maria van Rooijen and staff.

Motion carried unanimously.

8. Reports

A. Lake St. Clair

1. Proposal – Phase II Quality Assurance Project Plan Monitoring and Evaluation, Parking Lot Redevelopment

Supervising Design Engineer Laura Martin reported that the U.S. Environmental Protection Agency (USEPA) GLRI program requires that the Parking Lot Redevelopment project complies with an approved QAPP for water quality monitoring and assessment. The QAPP is intended to (1) monitor environmental data to characterize specific parameters; (2) demonstrate project performance; and (3) evaluate innovative processes.

Martin said that on March 8, 2012 the Board of Commissioners approved a proposal from Wayne State University's Department of Civil and Environmental Engineering to provide QAPP monitoring services for the Phase 1 portion of the project of the Redevelopment project and that with the approval of the Phase 2 portion, a separate QAPP will be required.

Martin said while the GLRI Phase 1 and 2 projects are separate grant projects, HCMA has received approval from the USEPA to combine the projects for the purposes of construction and project administration.

Martin said costs for QAPP monitoring, along with other professional consultant services on this project, are part of the local match amounts identified in the grant agreements. HCMA has received the proposals for Monitoring, Testing and Assessment Services for the Phase 2 (Combined) QAPP.

It was moved by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners accept a proposal from Wayne State University's Department of Civil and Environmental Engineering in the amount of \$79,949.00, and authorize staff to execute the necessary professional services agreement, as recommended by Supervising Design Engineer Martin and staff.

Motion carried unanimously.

2. Update – MNRTF Grant

Chief of Natural Resources Paul Muelle reported that staff was pleased to announce that the Michigan Department of Natural Resources has recommended funding in the amount of \$229,000 for the Lake St. Clair Metropark coastal wetland property acquisition through the Natural Resources Trust Fund. This grant, along with a grant of \$221,000 received in June 2012 through the NOAA Great Lakes Area of Concern Acquisition Program, will allow the Metroparks to begin the process of negotiating the purchase of five parcels of property totaling approximately 110 acres which are a part of the Black Creek Marsh adjacent to Lake St. Clair Metropark.

Muelle said portions of these properties have been recognized as high quality Great Lakes Coastal Marsh and have been identified as critical areas for acquisition by several agencies

including Macomb County, Michigan Department of Environmental Quality (MDEQ), and Six Rivers Regional Land Conservancy.

Staff plans to start contacting property owners and beginning the due diligence process. It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners receive and file the Michigan Natural Resources Trust Fund – Lake St. Clair report as recommended by Chief of Natural Resources Paul Muelle and staff.

Motion carried unanimously.

8. Reports

B. Hudson Mills

1. Report – Hudson Mills to Dexter Trail

Supervising Design Engineer Martin said that as reported to the Board of Commissioners at its Dec. 8, 2012 meeting, construction bids were received for the Hudson Mills – Dexter Trail project, and a successful low bidder was identified. A preconstruction meeting for all project team members was scheduled for Jan. 3, 2013, so that construction could begin as soon as possible. Martin said construction administration assistance services were required for the construction phase of the project. The Washtenaw County Road Commission (WCRC) has several engineering firms available on an as-needed basis which are capable of providing these services.

Martin said after review, WCRC and HCMA concurred that Fishbeck, Thompson, Carr & Huber (FTCH) is best qualified to provide these services. While WCRC has worked with the other firms on many MDOT Local Agency projects, they have had more extensive experience with FTCH's construction administrative assistance services, and they believe FCTH is better suited to handle the complexity of this project in a timely and efficient manner. Martin said staff has expressed to WCRC our concurrence with the selection of FCTH for construction administration assistance services. Martin said as was the case with the construction contract (held by MDOT), additional authorization for the proposed services were not necessary, since the contract would be held by WCRC.

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners receive and file this status update report on Construction Administration Assistance Services, Hudson Mills to Dexter Trail as recommended by Supervising Design Engineer Martin and staff.

Commissioner Marrocco requested a letter be sent to WCRC expressing the Commissioners concerns that the low bid was not taken.

Motion carried unanimously.

C. Willow

1. Report – Transfer of New Boston Parcel to Huron Township

Supervising Design Engineer Martin reported that Lot 159, Supervisor's Huron Plat No. 4, Huron Township was acquired by HCMA in July 1967 as a tax reverted parcel from the state of Michigan for the sum of \$1.00; and that this 0.06 acre parcel is located in the downtown area of the village of New Boston, between Huron River Drive and the Huron River.

Martin report that in February 2012, the Authority was contacted through the offices of attorney David Glaab of New Boston (also Supervisor of the Charter Township of Huron) with a proposal that the parcel be transferred from the Authority to Huron Township. Martin said the Township had recently acquired adjoining Lots No. 160 and 161, with the intent to develop a mini-park for Township residents. These lots, in combination with Lot 159, would provide the Township with an approximately 0.25-acre parcel overlooking the Huron River.

Martin said the proposed quit claim deed for the transfer of Lot 159, had a sale price of \$1.00. Martin also said the deed included a reference to the use restriction imposed by the state of

Michigan, providing that the land shall be used solely for public purposes, and shall revert to the state in the event that this public use ceases.

Martin said the Authority has never used this parcel for park purposes and has no plans to do so.

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners approve the proposed Quit Claim Deed transferring Lot 159 of Supervisor's Huron Plat No. 4 as recommended by Supervising Engineer Martin and staff.

Motion carried unanimously.

8. Reports

D. Administrative Office

1. Report – Open Meetings Act

Legal Counsel Michael McGee and Steve Mann presented information on the Open Meetings Act.

Further discussion was held on this item.

It was moved by Commissioner Lester, supported by Commissioner McCarthy that the Board of Commissioners receive and file the Open Meetings Act Report.

Motion carried unanimously.

2. Report – Workers Compensation, Property and Liability Insurance

Administrative Services Manager Carol Stone said that as reported at the December 2012 Board meeting, staff has been working with the Authority's current agent, Matt Wolf of Wolf-Hulbert on obtaining quotes for workers compensation, liability, auto, and property insurance. Quotes were also obtained from the Michigan Municipal League (MML), the Michigan Municipal Risk Management Authority (MMRMA) and the Michigan Association of Counties (MAC). Stone said four quotes were received for workers compensation coverage, and two quotes were received for property, auto and liability insurance. Stone said MMRMA is a self-insured plan which provides \$15 million in coverage at an annual cost of \$555,723.

Stone reported that the prior policy included an excess umbrella policy providing an additional \$20 million in liability coverage. Stone said according to Wolf-Hulbert, this additional coverage was added several years ago at the request of the Board. In reviewing this coverage with both Wolf-Hulbert and MMRMA, the umbrella policy is higher than what is typical for an entity this size. MMRMA covers several counties at the \$15 million level and has indicated that their largest claim in over thirty years of operation was a \$5 million claim.

Further discussion was held on this item.

Director McCulloch recommended that the Authority maintain the \$15 million coverage and eliminate the additional \$20 million coverage.

It was moved by Commissioner Lester, supported by Commissioner Hertel that the Board of Commissioners ratify the Workers Compensation, Property and Liability Insurance coverage as recommended by Administrative Services Manager Stone and staff effective Jan. 1, 2013.

Motion carried unanimously.

3. Report – Early Retirement Window (Fifth Amendment)

Controller Lisa Dolan reported that pursuant to the recently negotiated and approved "early retirement window" by the Police Officers, it is necessary to amend the HCMA Employees' Retirement Plan and Trust Agreement.

Dolan said Fifth Amendment to the Pension Plan detailing the provisions of the early retirement window was developed to formally amend the Plan and that this amendment will allow HCMA

Police Officers to retire between Feb. 1, 2013 and April 30, 2013 after age 55 with 25 years' service unreduced or after age 60 with 10 years' service unreduced. Dolan said this Fifth Amendment is modeled after the Authority's Fourth Amendment and was reviewed by the Authority's legal counsel (Miller Canfield). Dolan also said that the Pension Committee met before the Jan. 10 Board meeting to review the Fifth Amendment.

It was moved by Commissioner Lester, supported by Commissioner La Belle that the Board of Commissioners approve the Fifth Amendment to the Pension Trust Agreement as recommended by Pension Trustee Dolan and staff.

Motion carried unanimously.

8. Reports

D. Administrative Office

4. Report – USGS Stream Gauging Joint Funding Agreement

Supervising Design Engineer Martin reported that the Authority has participated in a cooperative water resources information program with the U.S. Geological Survey (USGS) for a number of years and until recently; the Authority participated in the funding of four gauging stations and three water level recorders at locations upstream and downstream of Stony Lake and Kent Lake. Martin said the total project cost is shared with the USGS, which operates and maintains the equipment.

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners continue cost participation with the U.S. Geological Survey on the gauging stations and recorders for the period of Oct. 1, 2012 to Sept. 30, 2013 in the amount of \$41,500.00 as recommended by Supervising Design Engineer Martin and staff.

Motion carried unanimously.

5. Update – 3M ECO Grant

Chief of Natural Resources Paul Muelle reported in 2012, 3M Corporation offered the Metroparks a new grant opportunity to enhance nature and environmental learning in communities where 3M facilities are located. This ECO Grant, which a part of 3M's Community Giving Program is intended to improve science-based environmental and conservation education for youth.

Muelle said the goal of the TENS Program is to give Detroit Area upper-elementary and middle school students the opportunity to experience nature first-hand as scientists in their own local schoolyard and at one of three Huron-Clinton Metroparks.

Muelle said the program will allow for Metropark Interpretive staff to provide teacher training on environmental issues, provide transportation for students to the Metroparks and supply equipment for students to collect and analyze environmental data.

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners receive and file the 3M ECO Grant report as recommended by Chief of Natural Resources Paul Muelle and staff.

Motion carried unanimously.

6. Donations

Director McCulloch requested the following donations be approved by the Board:

- James Nicholson made a \$50,000 cash donation to help with the construction of a new playground area at the Wolcott Mill Farm Center.
- Connie Griffin made a \$300 cash donation to purchase a bench to be used at the Farm Center at Kensington Metropark in honor of Betty Connors birthday.
- John Robinson donated a display buckboard and refurbished sleigh to be used at the Farm Center at Kensington Metropark; itemizing a value of \$800.

It was moved by Commissioner McCarthy, supported by Commissioner La Belle that the Board of Commissioners accept the donations and a letter of appreciation be sent to the donors as recommended by Director McCulloch and staff.

Motion carried unanimously.

8. Reports

D. Administrative Office

7. Legislative Report

Legislative Consultant Carr reported the Michigan Legislature ended 2012 with a marathon session lasting into the early hours of Dec. 14, 2012. Carr said approximately 300 bills were passed in the lame duck session and sent to the governor.

Carr also reported that he will be reviewing and analyzing the governor's actions on the bills presented for his signature and that a complete analysis of the 2011-2012 session would be presented at the February meeting.

It was moved by Commissioner La Belle, supported by Commissioner Lester that the Board of Commissioners receive and file the legislative report as submitted by Legislative Consultant Carr.

Motion carried unanimously.

9. Closed Session

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners immediately adjourn to a closed session to discuss strategy and contract negotiations.

ROLL CALL VOTE

Voting Yes: Commissioners Marrocco, La Belle, Hertel, Lester, Marans, McCarthy, Quadrozzi

Voting No: None

Absent: None

Motion carried unanimously.

The regular meeting adjourned at 12:02 p.m.

In closed session, it was moved by Commissioner Lester, supported by Commissioner La Belle that the Board of Commissioners adjourn the closed session and immediately reconvene the regular meeting.

ROLL CALL VOTE

Voting yes: Commissioners Marrocco, Lester, La Belle, Marans, Hertel, McCarthy, Quadrozzi

Voting no: None

Absent: None

Motion carried unanimously.

The regular meeting reconvened at 12:15 p.m.

It was moved by Commissioner Marans, supported by Commissioner Hertel that the Board of Commissioners accept the recommendation as discussed in the closed session.

10. Director's Comments

Director McCulloch welcomed Commissioner Quadrozzi to the Board and said he looks forward to working with her.

McCulloch also said that staff has been extremely helpful and he wanted to thank everyone for their help.

McCulloch also said as discussed earlier regarding the deputy director selection process, from his perspective, he wanted to work with the commissioners and come back with a recommendation that

addresses the procedures for selecting and filling staff officer positions. McCulloch said it was his belief that the director should be able to select his staff and submit these recommendations to the Board for confirmation. McCulloch also said he would like to review the bylaws and come back with recommendations for addressing these types of appointments.

11. Commissioner Comments

Commissioner La Belle said he wanted to encourage employee development and provide opportunities for employees to have a chance at leadership opportunities in the organization. La Belle said it is also tough and painful to tell employees the truth about not being qualified to fill certain positions.

Commissioner Lester welcomed Mr. McCulloch as the new director and Jaye Quadrozzi as the new commissioner.

Commissioner McCarthy welcomed both John and Jaye. McCarthy asked staff to circulate contact information for the commissioners.

Commissioner Marans welcomed Jaye Quadrozzi to the Board.

Commissioner Quadrozzi thanked everyone for the warm welcome and looked forward to any help that other commissioners are willing to offer.

Commissioner Marrocco said we (the Metroparks) have a nice system and welcomed Ms. Quadrozzi to the park system.

Commissioner Marrocco also reminded staff about notifying commissioners when there are dedications at the parks. Marrocco said Wolcott Mill had a dedication for the Historic Mill and he was not notified.

12. Motion to Adjourn

It was moved by Commissioner Marans, supported by Commissioner Quadrozzi that the Board of Commissioners adjourn the regular meeting.

Motion carried unanimously.

The meeting adjourned at 12:25 p.m.

Respectfully submitted,



George Phifer
Executive Secretary