

**MINUTES
BOARD OF COMMISSIONERS MEETING
HURON-CLINTON METROPOLITAN AUTHORITY
THURSDAY, FEBRUARY 14, 2013**

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:30 a.m. on Thursday, February 14, 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:	Attorney	Michael McGee

The meeting was called to order by Chairman Marrocco at 10:38 a.m.

1. Chairman's Statement

Chairman Marrocco welcomed everyone to the February meeting and said the meeting would open with a Public Hearing to discuss the Community Recreation Plan.

2. Public Hearing

Marrocco said he was opening the hearing to give the interested public an opportunity to provide input on the five county community recreation plan. Marrocco said the Capital Improvement schedule was approved by the Board at its September 2012 meeting; that the plan provides structure to staff in the preparation of plans during the next five years; and that the plan provides funding for the completion of work in progress, land acquisition, renovation and redevelopment projects and capital improvement projects in the newer parks.

Toni Spears, HCMA volunteer said she wanted to thank the planning department for putting the plan online.

It was moved by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners close the Public Hearing on the Community Recreation Plan.

Motion carried unanimously.

3. Public Comments

Toni Spears, HCMA volunteer, read a statement: "Good morning, last November, the Board approved an organization plan for the Metroparks and this included the position of Interpretive Services Manager. This position became vacant with the retirement of Mike George the end of December, so I would like to ask for an update on the status of filling that position. Please recall that education is among the three missions of the Metroparks – the others being recreation and stewardship." Spears continued to say, "In spite of the willingness of park leaders to try to fulfill the need for education leadership, all have already been asked to stretch their responsibilities in response to recent substantial personnel cutbacks. Leaving the responsibilities of Interpretive Services Manager distributed to others means that the momentum built for community education will be eroded and diluted – and the strategic plan with respect to education efforts will not have central coordination or a voice at the table. The education mission of the Metroparks needs this position filled promptly.

Spears also read a statement related to the changes in the bylaws: "These bylaw revisions should all be carefully reviewed because they are substantial and are beyond those agreed at the special Board meeting in January. In particular, and among others, the proposed changes would: authorize the director to hire the controller with employment at will of the director rather than the board; eliminate the Board review for expenditures over \$10,000; and, eliminate the biannual report to the governor and the Board of County Commissioners."

Spears concluded with, "The Board should discuss all the revisions and should retain appropriate authority and oversight of expenditures. While it might be appropriate to raise the \$10,000 limit, a limit should be established where the Board would review these expenditures at the monthly meetings, and where these expenditures are also open for public comment before the Board.

Harley Rider, retired Metroparks police officer, said the information provided for purchasing 40 Glock's is not accurate and incomplete. Rider said he was going to speak about the model 27 listed in the Board packet, but was informed that was an error. Rider said he has more than four decades of law experience ranging from being a deputy, sergeant and commander with the Washtenaw County Sheriff's department and said would let his experience speak for itself. Rider said he was a lead firearms instructor with more than 16 years of competition.

Rider continued to say that this write-up reports it would save money which is not accurate. Rider said training would take at least two days, and the additional cost to purchase holsters and other equipment could cost an additional \$7,000. Rider continued to say he suggested the Board table this item until the Commissioners were given additional information.

4. Minutes

A. January 10, 2013 – Regular Meeting Minutes

B. January 10, 2013 – Closed Session Meeting Minutes

C. January 22, 2013 – Special Meeting Minutes

It was moved by Commissioner Marans, supported by Commissioner Hertel that the Board of Commissioners approve the Jan. 10, 2013 regular meeting and closed session minutes and the Jan. 22, 2013 special meeting minutes as submitted by Executive Secretary Phifer and staff.

Motion carried unanimously.

5. Approval of February 14, 2013 Agenda

It was moved by Commissioner La Belle, supported by Commissioner McCarthy that the Board of Commissioners approve the Feb. 14, 2013 agenda as recommended by Executive Secretary Phifer and staff.

Motion carried unanimously.

6. Purchases

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

A. Golf Carts – Lake Erie

- Award ITB-13-001 to the low responsive, responsible bidder, Midwest Golf & Turf in the amount of \$226,800.00 as recommended by Purchasing Agent van Rooijen and staff.

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

Motion carried unanimously.

7. Approval of Consent Agenda

Commissioner Marans requested the purchasing item for hand guns be moved to the regular agenda.

It was moved by Commissioner Lester, supported by Commissioner Hertel that the Board of Commissioners approve moving the purchasing item for hand guns to the regular agenda.

Motion carried unanimously.

It was moved by Commissioner La Belle, supported by Commissioner Marans that the Board of Commissioners approve the consent agenda.

Motion carried unanimously.

Regular Agenda

Purchases

- Handguns – Police Department

Commissioner Marans said he would like to have more information about the purchase of the handguns.

Director McCulloch said he would like Chief Phifer to respond to this question.

Chief Phifer said the purchase of the weapons would provide for better consistency in terms of training and cost savings would occur as a result of purchasing one type of ammunition, as opposed to buying several types of ammunition. In the police department, there are several types of weapons currently used by officers. These weapons range from .38-caliber revolvers, 9 mm pistols, .40-caliber and .45-caliber semiautomatic weapons. Phifer said it is the police department intent to phase in the purchase of weapons over time, until the whole department has transitioned to the same weapon. Phifer said additional equipment needed for this transition would not be listed as part of the purchase being presented. That information would be listed in other accounts and would be added to the budget as the police department continues to phase in the new weapons.

Phifer said he has also been a firearms instructor and said he feels comfortable with this purchase meeting the organizations needs. Also, additional savings would be realized due to asking new 0-80 officers (seasonal, part-time officers) to purchase the .40-caliber Glock.

It was moved by Commissioner Lester, supported by Commissioner Hertel that the Board of Commissioners award ITB No 13-002 to the low responsive, responsible bidder, CMP Distributors in the amount of \$16,360.00 as recommended by Purchasing Agent van Rooijen and staff.

Motion carried unanimously.

8. Reports

A. Lake St. Clair

1. Bids – Parking Lot Redevelopment

Supervising Design Engineer Laura Martin reported that work was to include reconstruction of 11,000 square yards of the Main Parking Lot and Park Road, construction of a new storm water conveyance system to redirect storm water flows from the Black Creek to the Point Rosa Marsh, construction of a new parking lot at the Nature Center, pavement sealing and new pavement marking on existing pavement surfaces not to be reconstructed in this project.

Martin said the Authority has received two grants with combined totals of \$1.5 million for the completion of this project from the U.S. Environmental Protection Agency, under the Great Lakes Restoration Initiative.

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners award Contract No. 502-12W to the low responsive, responsible bidder, Dan's Excavating, Inc. in the amount of \$3,028,189.18 and that \$70,000.00 of Capital Improvement funds be returned to Fund Balance as recommended by Supervising Design Engineer Martin and staff.

Motion carried unanimously.

8. Reports

B. Kensington

1. Approval – City of Dearborn Easement Agreement

Chief of Planning Sue Nyquist reported that the city of Dearborn (City) is the recipient of a Michigan Natural Resources Trust Fund (MNRTF) grant for the purposes of constructing a trail to provide access from its Camp Dearborn property to the Milford/Kensington Trail.

Nyquist said a grant of easement by the Authority to the City is required to satisfy the MDNR's requirement that the City as MNRTF grant applicant has adequate control of the land underlying the project. The Authority will retain all rights of access and control necessary for its purposes.

Nyquist said a draft easement agreement conveying non-perpetual and exclusive right to construct, operate, maintain, repair, and/or replace a recreational non-motorized trail extension at Camp Dearborn within the easement across and through land owned by the Metroparks was attached for the commissioners in the Board packet.

It was moved by Commissioner La Belle, supported by Commissioner Quadrozzi that the Board of Commissioners approve the Non-Perpetual Easement as recommended by Chief Planner Nyquist and staff.

Motion carried unanimously.

2. Proposal – Metal Roof Snow Retention System Installation

Supervising Design Engineer Martin reported that after the completion of the Golf Starter Building, it was discovered that additional coverage for snow retention on the existing metal roofing system (installed under the building contract completed this spring) was necessary to protect park patrons around the building exterior for cross country ski activities.

Martin said the snow retention system must be furnished and installed by the original roof installation company in order to retain the warranty on the metal roof system. Martin said staff requested and received a proposal from the original installer, Professional Roofing Services, Inc., of Romeo in the amount of \$11,750 to do this work.

It was moved by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners accept the proposal from Professional Roofing Services, Inc., for snow retention system additions in the amount of \$11,750 as recommended by Supervising Design Engineer Martin and staff.

Motion carried unanimously.

C. Administrative Office

1. Designation of Fund Balance for 2012

Controller Dolan reported that the following are recommendations for the 2012 designation of Fund Balance as required under GASB 54.

Fund Balance 2012

Assigned Fund Balance:

Compensated Balances (sick and vacation)	\$3,645,928
2013 Operating Requirement	5,841,100
Retiree Health Care ARC 2013	2,460,000
Pension Contribution 2013	2,579,654
Technology Upgrade:	
Hardware	550,000
Software	400,000
Consultant	50,000
Lake St. Clair Marina (Grant Requirement)	90,430

Committed Fund Balance:

Land	5,428,900
Encumbrances	405,245

Legal Claims
Capital Projects

500,836
7,000,000

It was moved by Commissioner McCarthy, supported by Commissioner La Belle that the Board of Commissioners approve the above Fund Balance Commitments and Assignments for 2012 as recommended by Controller Dolan and staff.

Motion carried unanimously.

8. Reports

C. Administrative Office

2. Appointments – Pension Committee and Retiree Health Care Trust Board of Trustees

Pension Trustee/Retiree Trust Administrator Dolan reported that there are six members required on the Pension Committee and the Retiree Health Care Board. These members are listed in the plan document as the following: Chairman of the Board of Commissioners, two “at large” Board of Commissioners, the Authority director, a POAM representative; and an Employee Association representative

Dolan said since former Commissioner McCulloch served as an “at large” member, but then was appointed as Director, an “at large” Board of Commissioner position is now vacant on these two Boards.

It was moved by Commissioner La Belle, supported by Commissioner Hertel that the Board of Commissioners appoint Commissioner McCarthy as the new “at large” Board member to the Authority’s Pension Committee and Health Care Trust Board as recommended by Controller Dolan and staff.

Commissioner McCarthy abstained.

Motion carried.

3. Resolution – Approval of Community Recreation Plan

Chief Planner Nyquist reported that in order to be eligible for Federal and State Grant programs, every community must have an approved Community Recreation Plan (Plan) on file with the state of Michigan. The Plan must be adopted by a Resolution of the governing body that has the final authority on recreational expenditures. Nyquist said the Action plan is essentially the approved five-year capital program. The Action Plan was approved by the Board of Commissioners at a Sept. 19, 2012 Special meeting.

It was moved by Commissioner Marans, supported by Commissioner Quadrozzi that the Board of Commissioners approve the Resolution for the Community Recreation Plan as recommended by Susan Nyquist, Chief Planner and staff.

Motion carried unanimously.

4. Resolution – Non-Union Employees Benefits and Compensation

Administrative Services Manager Stone reported that currently there are eight non-union positions with the Metroparks: Director, Deputy Director, Controller, Executive Secretary, Administrative Services Manager, HR/Benefits Administrator, and two Administrative Support positions. Compensation and benefits for the non-union staff is established by the Board of Commissioners and has traditionally followed the contracts with the Employee Association.

Further discussion was held on this item.

It was moved by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners adopt benefits and compensation for non-union employees that are consistent with the collective bargaining agreements with the Employee Association effective Jan. 1, 2013 as recommended by Administrative Services Manager Stone and staff.

Motion carried unanimously.

8. Reports

C. Administrative Office

5. Proposed Bylaw Amendments

Director McCulloch reported that after the Jan. 22 special meeting, he met with Legal Counsel Michael McGee to discuss proposed changes to the bylaws. McCulloch said he wanted to address some procedural items regarding the checks and balances. McCulloch said that there are a number of Policy Issues in the bylaws that should be incorporated into a separate policy document, and that should be reviewed and approved by the board. McCulloch said, although historically, the Board has appointed the controller, he said he feels he needs to evaluate that person annually. McCulloch said he would also like to consolidate the annual report and the biannual report into one report for reporting purposes to the state.

Further discussion was held.

Commissioner McCarthy said he would like to make a motion to table this until the Board has a chance to review the policy.

Commissioner Lester said he had questions regarding the bylaw changes and has not received a return call from legal counsel, Mike McGee.

Commissioner Marrocco advised legal counsel Michael McGee to return calls of any Commissioner within 24 hours of receiving their phone call.

McCarthy withdrew his earlier motion.

Director McCulloch said that he would bring the bylaws back to the Board for review, in conjunction with a separate policy document at the April 2013 commissioner meeting, and highlight any changes being recommended.

9. Other Business

Director McCulloch asked that the Board approve the price changes for the 2013 golf rates.

Director McCulloch said he asked staff to look into putting together a business plan for some of the golf courses. McCulloch also said he was presenting a proposal submitted by Bill Fountain and Bruce Matthews to work with Sue Nyquist and staff to take a look at all of the golf courses.

Commissioner Quadrozzi said she would agree for staff to pursue this, and ask that there be some sort of presentation. The Board needs to know the return on investment (ROI) and what the courses will yield. Quadrozzi said she would like to see the specific recommendation.

After further discussion, Director McCulloch stated that he would provide the commissioner with additional information, and bring this matter back to board for further discussion.

10. Director's Comments

None

11. Commissioner Comments

Commissioner Lester thanked and praised Denise Semion, chief of communications, for the website.

Commissioner McCarthy left the meeting at 12:07 p.m.

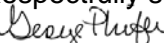
12. Motion to Adjourn

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

Motion carried.

The meeting adjourned at 12:09 p.m.

Respectfully submitted,


George Phifer
Executive Secretary