

**MINUTES  
BOARD OF COMMISSIONERS MEETING  
HURON-CLINTON METROPOLITAN AUTHORITY  
THURSDAY, April 8, 2010**

The regular meeting of the Huron-Clinton Board of Commissioners was held at 10:30am, EST on Thursday, April 8, 2010 at Indian Springs Metropark in the Environmental Discovery Center. The meeting was convened in pursuance to a call thereof by the Executive Secretary and due notice to the HCMA Board of Commissioners.

Present:	Commissioners:	John E. La Belle Harry E. Lester Robert W. Marans Anthony V. Marrocco Warren C. Evans
	Staff Officers:	
	Director	Jayne S. Miller
	Deputy Director	David C. Moilanen
	Executive Secretary	Gregory J. Almas
	Controller	David L. Wahl
	Others:	
	Legislative Consultant	George C. Carr
	Absent:	
	Commissioners	Peter S. Walters John C. Hertel

The meeting was called to order by Chairman Lester at 10:32am.

**1. Chairman's Statement**

Chairman Lester welcomed all to Indian Springs Metropark. He commented that with the appointment of the new director, the Strategic Planning and Camping Committees should be resurrected.

**2. Public Comments**

Jack Dempsey, Michigan Historical Commission, commented regarding the Grant house at the State Fairgrounds and plans to include the house as part of a Heritage Park. He requested the Historical Commission be part of the planning process should the Authority develop a Metropark at the State Fairgrounds.

Larry Noodén, Clinton Huron Environmental Coalition (CHEC), expressed concern regarding the State Fairgrounds proposal at a time when the Authority is wrestling with declining revenues and the impact it would have on the Metropark system.

Mark Martino, Michigan Tractor and Machinery, spoke regarding the agenda purchasing item Wheel Loader – Metro Beach citing reasons the bid should be awarded to Michigan Tractor and Machinery for a Caterpillar product.

Toni Spears, HCMA volunteer, thanked the staff for the comprehensive sustainability report.

**3. Minutes**

It was moved by Commissioner La Belle, supported by Commissioner Marans that the minutes for the March 11, 2010 regular meeting be approved as submitted.

Motion carried unanimously.

**4. Financials**

It was moved by Commissioner Marrocco, supported by Commissioner La Belle that the financial statement for March 2010 be approved as submitted.

Motion carried unanimously.

**5. Vouchers**

It was moved by Commissioner Marans, supported by Commissioner Marrocco that the vouchers for March 2010 (029230 through 0209696) be approved as submitted.

Motion carried unanimously.

## 6. Purchases

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the following purchases (items 1 - 5) for March 2010 be approved as recommended by Purchasing Manager Scott Michael and staff.

ITB-10-023	Fertilizer
ITB-10-024	Turf chemicals
RFQ-10-030	Turf biostimulants
RFQ-10-029	Sodium hypochlorite
ITB-fh-07-08-1520 (city of Farmington Hills)	Road salt

Motion carried unanimously.

It was moved by Commissioner Marans, supported by Commissioner Evans that the following purchases (item 6) be approved as recommended by Purchasing Manager Scott Michael and staff.

ITB-10-20 Tractors

Motion carried unanimously

It was moved by Commissioner Marans, supported by Commissioner Marrocco that the following purchase (item 7) be approved as recommended by Purchase Manager Scott Michael and staff.

ITB-10-018 Wheel Loader

Commissioner Marans asked for staff response to Mr. Martino's public comments. Michael's stated the Caterpillar product did well in all considered categories but that the Komatsu product was the low responsive bid.

Without objection Commissioner Marans withdrew the motion, Commissioner Marrocco withdrew the support to approve the purchase of ITB-10-18 Wheel Loader as recommended.

There was further discussion. Commissioner Evans observed that the staff recommendation was to the low responsive bidder. Commissioner La Belle noted that variables not part of the bid specification should not be considered in the evaluation. Commissioner Marrocco said that the best value should be considered including resale value.

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the award of ITB-10-018 Wheel Loader – Metro Beach be made to Michigan Tractor and Machinery for a Cat 924Hz in the amount of \$132,444 based on reliability, trade-in value and past experience.

Voting Yes: Commissioners Marans, Marrocco and Lester

Voting No: Commissioners Evans and La Belle

Motion failed.

It was moved by Commissioner Marrocco, supported by Commissioner Marans that ITB-10-018, Wheel Loader – Metro Beach be postponed to the May 13, 2010 regular Board of Commissioners meeting.

Motion carried unanimously.

It was moved by Commissioner Marrocco, supported by Commissioner Evans that the following purchase (item 8) be approved as recommended by Purchase Manager Michael and staff.

Contract Extension Wastewater Treatment Plant Operation and Maintenance

Motion carried unanimously.

## 7. Reports

### A. Metro Beach Metropark

#### 1. Bids – Service Area underground fuel tank replacement

Chief Engineer Arens reported the project includes the removal and disposal of two existing underground fuel storage tanks (USTs) and associated appurtenances, the removal and disposal of up to 100 cubic yards of assumed contaminated material and 1,000 gallons of assumed contaminated groundwater; backfill and compaction of the former UST site; and to provide new compartmentalized 6,000 gallon aboveground storage tank (AST), concrete pad, restoration, and all incidental work.

It was moved by Commissioner Evans, supported by Commissioner Marans that the Board of Commissioners award contract 502-100 to the low bidder, Dean Marine & Excavating, Inc. in the amount of \$87,831.50 and that an appropriation from Reserves in the amount of \$6,000 be made to cover the cost of environmental compliance services as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

**2. Antique and Collectible Show agreement**

Deputy Director Moilanen presented a proposed agreement from J&J Classic Productions, Inc to conduct three antique and collectible shows during the 2010 season at Metro Beach Metropark.

Moilanen said J&J Classic Productions would compensate the Metroparks 40 percent of the gross space rental fees and would also reimburse HCMA for services provided by the park's maintenance employees.

It was moved by Commissioner Evans, supported by Commissioner Marans that the Board of Commissioners approve entering into the one-year agreement with J&J Classic Productions, Inc. for the purposes of conducting three antique and collectible shows at Metro Beach as presented and recommended by Deputy Director Moilanen and staff amended to prohibit alcohol sales.

Motion carried unanimously.

**B. Indian Springs Metropark**

**1. Bids – Hike/Bike trail reconstruction**

Chief Engineer Arens reported the project includes the reconstruction of approximately 1.2 miles of 10 foot-wide hike/bike trail with 3½ inch bituminous mixture including approximately 7,000 square yards of bituminous crushing and shaping and site restoration.

It was moved by Commissioner Marans, supported by Commissioner Evans that contract 515-10D be awarded to the low bidder, T&M Asphalt Paving, Inc., in the amount of \$121,839 and that \$30,000 Capital Improvement funds be returned to the Reserve Account.

Motion carried unanimously.

**C. Kensington Metropark**

**1. Proposal – Engineering Design Services, sanitary system improvements**

Chief Engineer Arens reported that at staff's request, Stantec, Inc. submitted a proposal dated March 30, 2010 to provide engineering design services for Sanitary Sewer Improvement/WWTP Decommissioning projects to include repairs and upgrades of the system, including two pump stations and existing sewer main; construction of a new force main under Kent Lake; construction of a new force main to connect into the Southeast Milford Township Sewer Interceptor; and decommissioning of the existing wastewater treatment plant. Arens said Stantec will provide these services at their standard hourly rates for the total estimated amount of \$226,000.

It was moved by Commissioner Evans, supported by Commissioner Marrocco that the Board of Commissioners accept the proposal from Stantec, Inc. to provide engineering design services at their standard hourly rate, not to exceed the amount of \$226,000 in accordance with their March 30, 2010 proposal and that funding for these services be provided through the Authority's Supplemental Major Maintenance Reserve Account as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

**D. Hudson Mills Metropark**

**1. Bids – Tot Lot redevelopment**

Chief Engineer Arens reported that work includes the furnishing and installation of new play equipment, new wood fiber play surfacing, concrete access ramps, and all incidental construction.

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners approve contract 508-10I be awarded to the low bidder, Michigan Recreational Construction, Inc. in the amount of \$93,322.75 and that an appropriation from Reserves in the amount of \$4,000 be made to cover Contract Administration/Force Account costs as presented and recommended by Chief Engineer Arens and staff.

Motion carried unanimously

**2. Bids – Tennis court repairs and recoating**

Chief Engineer Arens reported the project is to provide cleaning, crack filling, repairs and recoating of tennis courts at Hudson Mills.

It was moved by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners authorize a purchase order to the low bidder, Arnt Asphalt Sealing, Inc., in the amount of \$12,695 and that an appropriation in the amount of \$4,000 be made to cover the difference between the low bid and Budget Amount plus contract administration as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

**E. Lower Huron Metropark**

**1. Bids – Tennis and basketball court repairs and recoating**

Chief Engineer Arens reported the project is to provide cleaning, crack filling, repairs, basketball goal re-setting and recoating of tennis and basketball courts at Lower Huron Metropark.

It was moved by Commissioner Marans, supported by Commissioner Evans that the Board of Commissioners authorize a purchase order to the low bidder, Arnt Asphalt Sealing, Inc., in the amount of \$12,415 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

**2. Bids – Culvert replacement, various locations**

Chief Engineer Arens reported the project is to remove and replace eight culverts at various roadway locations in Lower Huron Metropark; including removal and replacement of headwalls, aggregate base and asphalt pavement.

It was moved by Commissioner Evans, supported by Commissioner Marrocco that the Board of Commissioners authorize a purchase order to the low bidder, Faro Contracting, Inc., in the amount of \$26,420 as recommended by Chief Engineer Arens and Staff.

Motion carried unanimously.

**F. Willow Metropark**

**1. Bids – Culvert replacement, various locations**

Chief Engineer Arens reported the project is to remove and replace four culverts at various roadway locations in Willow Metropark; including removal and replacement of headwalls, aggregate base and asphalt pavement.

It was moved by Commissioner Evans, supported by Commissioner Marrocco that the Board of Commissioners authorize a purchase order to the low bidder, Faro Contracting, Inc., in the amount of \$15,300 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

**G. Lake Erie Metropark**

**1. Bids – Golf Maintenance Area lot resurfacing**

Chief Engineer Arens reported work is to include the reconstruction of approximately 2,850 square yards of bituminous parking lot, including bituminous crushing and shaping, placement of approximately 360 tons of bituminous mixture, restoration and incidental work.

It was moved by Commissioner Marans, supported by Commissioner Evans that a contract be awarded to the low bidder, Best Asphalt, Inc., in the amount of \$35,833.75 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

**2. Bids – siding and trim repair, Pool Area buildings**

Chief Engineer Arens reported the project is to replace tongue-and-groove gable and soffit siding with high-durability fiber-cement siding material, repair and replace fascia and trim on the Food Bar building; replace trim, clean and paint siding material on the Tot Lot Comfort Station.

It was moved by Commissioner Marans supported by Commissioner Evans that the Board of Commissioners authorize a purchase order to the low bidder, Ginnard Quality Construction, Inc., in the amount of \$21,955 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

## **H. Administrative Office**

### **1. Report – HCMA Design Practices for Sustainability**

Chief Engineer Arens presented a report entitled, “HCMA Design Practices for Sustainability” for the Board’s review. Arens indicated HCMA’s Engineering and Planning staff have developed a number of sustainable practices or approaches to project development, covering a variety of facilities across the park system and that some of these practices have gained widespread application, while some have only been applied on a limited or pilot basis, and still others are only being considered at this time for future implementation.

Arens also indicated Director Miller is in the process of creating a sustainability work team to assess sustainability practices as they relate to capital improvement and major maintenance projects, resource stewardship, environmental protection, vehicle and other commodity procurement and use, and daily operational practices with the goal of establishing sustainability protocols and practices for the entire organization.

It was moved by Commissioner Marrocco, supported by Commissioner Evans that the Board of Commissioners receive and file the HCMA Design Practices for Sustainability report.

Commissioner Marans asked that a report be prepared to illustrate the programs aimed at employee awareness.

Motion carried unanimously.

### **2. Status update – Michigan State Fairgrounds**

Director Miller provided an update report indicating staff is continuing to perform due diligence on the Fairgrounds project. Miller indicated staff is moving forward to the May meeting to provide the results of the facility assessment of the SmithGroup; cost proposals for an environmental assessment; cost proposals for an underground utilities assessment; financial reviews, two concept plans for the Fairgrounds based on the city of Detroit’s 2005 analysis, one including operation of the State Fair and one without the operation of the State Fair; and the proposed next steps should the Board decide in May to move forward with further analysis of a Metropark at the Michigan State Fairgrounds.

In response to Commissioner Marrocco’s inquiry, Director Miller indicated Detroit Mayor Bing prefers commercial development of the Fairgrounds and would look to alternative sites for Metropark involvement.

### **3. First Quarter 2010 Appropriation Adjustments**

Controller Wahl reported \$97,100 in first quarter appropriation adjustments are necessary, of which \$62,200 represented funds transferred between accounts, funds totaling \$34,900 from the Reserve for Future Contingencies account and funds totaling \$209,300 returned to the Reserve for Future Contingencies Account.

It was moved by Commissioner La Belle, supported by Commissioner Marans that the Board of Commissioners approve the first quarter 2010 appropriation adjustments as present by Controller Wahl.

Motion carried unanimously.

### **4. Investment Policy revisions**

Controller, Wahl presented a revised HCMA Investment policy.

Wahl indicated the revision would provide more flexibility updates in Authority investments and encourage local development funds. Changes include, 1) updates to the approved banking institution listings; 2) permit investments into three listed credit unions that are rated a) superior/excellent up to \$500,000 and b) good/adequate up to the National Credit Union Administration (NCUA) deposit insurance coverage limit; and 3) permits investments into banks that are rated below average (4/D) up to the Federal Deposit Insurance Corporation (FDIC) deposit insurance coverage limit.

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the Board of Commissioners approve the revised Investment Policy as presented and recommended by Controller Wahl and Staff.

Motion carried unanimously.

### **5. Retiree Healthcare benefits**

The item Retiree Healthcare benefits was postponed until the May 13, 2010 Board of Commissioners regular meeting.

**6. Property divestiture Policy revisions**

Executive Secretary, Almas presented a proposed revised Property Divestiture Policy. He said generally, the proposed revised policy supports and clarifies current practices. However, the standing practice to sell property for \$1.00 to governmental agencies for emergency services has been revised to allow for up to a 50 percent discount of appraised value.

It was moved by Commissioner La Belle, supported by Commissioner Marrocco that the Board of Commissioners approve the amended Property Divestiture Policy and Procedure as presented by Executive Secretary Almas and staff.

Motion carried unanimously.

**7. Donations (3)**

It was moved by Commissioner La Belle, supported by Commissioner Marrocco that the following donations be accepted and that a letter of appreciation be sent to the donor.

- A large wingchair and ottoman donated by Christina Letzring to be used at the Indian Springs Environmental Discovery Center for Santa programs.
- Miscellaneous office supplies donated by Debbie Moser to be used for interpretive programs and administrative duties at Wolcott Mill Farm Learning Center.
- Nine prize baskets used for give-a-ways at the March 27 Oakwoods Easter Egg Scramble donated by Kathe and Mike Anetzberger.

Motion carried unanimously.

**8. Legislative report**

Legislative consultant George Carr reported Gov. Granholm signed a four-bill package enacting the State Park Passport Program to fund the Michigan State Park system effective October 1, 2010.

Carr noted a small portion of the new revenues will eventually be available for local government park grants.

**9. Director's comments**

Director Miller reminded the Board of the 2010 Recognition Dinner to be held on April 10 at the EDC. Miller also provided the schedule for the upcoming Township Supervisor meetings.

**10. Commissioners' comments**

Commissioner La Belle commented regarding purchasing practices stating allowances, for example, trade-in value, if considered, should be made part of the Request for Bids.

Commissioner Evans concurred observing if staff followed the purchasing policy and the Board modified the recommendation, the Board would be setting a precedent that vendors can shop for results.

Commissioner Marrocco commented that the purchasing policy should include consideration of resale value.

Commissioner Lester commented there should be preferences to buy American. He thanked Chief of Communications Denise Semion for the Board of Commissioners picture.

**11. Motion to Adjourn**

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

The meeting adjourned at 11:44am.

Respectfully submitted,

Gregory J. Almas  
Executive Secretary