

4. Purchases

Commissioner Marrocco inquired if we have compactors in every park and if it included office trash. Purchasing Manager Scott Michael stated that it does include office trash, and that we have about five compactors throughout the park system.

It was moved by Commissioner Marrocco, supported by Commissioner Hertel that the following items be approved as recommended by Purchasing Manager Scott Michael and staff.

ITB-10-043	Removal of compacted waste	Lower Huron Metropark
ITB-10-040	Removal of compacted waste	Metro Beach Metropark
ITB-10-041	Removal of compacted waste	Stony Creek Metropark
State of Michigan MiDeal contract Number: 071B9200317		Truck Build up Parts
ITB-10-039	Manure Spreader	Wolcott Mill Metropark

Motion carried unanimously.

5. Reports

A. Kensington

1. Bids – Farm Center Parking Lot Lighting System Replacement

Chief Engineer Arens reported the project is to replace the existing parking lot lighting system at the Farm Center; provide eight new light poles and luminaires, 30-foot high anodized aluminum poles, concrete bases and high-efficiency 125 watt LED lamps.

It was moved by Commissioner Marrocco, supported by Commissioner La Belle that the Board of Commissioners award Contract No. 504-10F to the lowest responsive, responsible bidder, J. R. Howell Airport Lighting LLC in the amount of \$32,000.00 and that \$1,000.00 of Capital Improvement funds be returned to the Reserve Account as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

A. Kensington

2. Bids – Golf Starter Building Replacement

Chief Engineer Arens reported the existing starter building is 50-years-old; its deterioration, inadequate space, and its failing mechanical and electrical systems have rendered it obsolete. Revisions to the existing cart storage barn were included for the installation and electrical distribution system to support electric golf carts and a 1,450 square foot addition. The cart storage barn revision was bid as a deductive alternative.

Arens reported the project includes constructing a new golf starter building, including starter desk; office area; food preparation, service and storage areas; interior seating for 44 patrons; restrooms; mechanical space and sundry storage. The building is to be 4,540 square foot in area, and constructed of durable materials including brick masonry exterior walls and block masonry interior walls; metal roof; durable interior finishes; extensive use of high-performance glazing in public areas; clerestory roof with standard (framing lumber) pre-engineered exposed truss system. Utility work will include a new septic system, water and electric services, demolition of the existing starter building and set-up for a temporary starter facility. The project is designed to meet the LEED certification standards of the U.S. Green Buildings Council and will include natural materials such as exposed wood timber and accents, water conserving fixtures, motion detectors and energy efficient electrical systems; geothermal (ground-loop) HVAC system.

Arens also reported the plaza area development encompasses about one acre of land and includes concrete walks; cart staging areas; landscape plantings and irrigation; rain gardens for stormwater dispersion; exterior seating area (approximately 44 seats); and cart paths revisions.

Commissioner Marans inquired as to the problem with the cheaper trusses. Arens replied that structurally there was no problem, it's just the appearance.

Commissioner Marrocco stated that for \$7,800 it's worth upgrading the trusses, but it would be a 20-year payback for the electric cart charging station.

Commissioner La Belle commented that electric carts may save money over the years and be in compliance with strategic plan goals.

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the Board of Commissioners award Contract No. 504-10B to the lowest responsive, responsible bidder, The Garrison Co. in the amount of \$1,420,200 (based on the acceptance of Base Bid, Deductive Alternate No. 1 and Additive Alternate No. 2) and that \$89,000 of Capital Improvement funds be returned to the Reserve Account, and that Brivar Construction Co. be released from their bid as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

5. Reports

B. Administrative Office

1. Tax Levy Adjustments

Controller Wahl reported that in working with various representatives of the County Treasurer's offices in reconciling adjustments to Huron-Clinton Metropolitan Authority's 2010 tax levies, we were advised of delinquent personal property taxes that have proven to be uncollectible by the counties. Each county treats the write offs of delinquent personal property taxes a bit differently, but generally personal property taxes that are over five years old are considered to be uncollectible. Wahl stated that it is appropriate for the Authority to write off the following personal property tax receivable amounts from our books:

	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>Total</u>
Livingston	\$ 1,720.70	\$ 2,188.53	\$ 4,772.22	\$ 5,409.65	\$ 6,741.48	\$ 20,832.58
Macomb	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,891.52	\$ 10,891.52
Oakland	\$ 20,195.11	\$ 25,011.02	\$ 42,486.47	\$ 38,643.93	\$ 40,331.03	\$166,667.56
	<u>\$ 21,915.81</u>	<u>\$ 27,199.55</u>	<u>\$ 47,258.69</u>	<u>\$ 44,053.58</u>	<u>\$ 57,964.03</u>	<u>\$198,391.66</u>

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the Board of Commissioners approve the write off of \$198,391.66 of uncollectible delinquent personal property taxes from the Authority's tax revenue receivable accounts as recommended by Controller Wahl and staff.

Motion carried unanimously.

5. Reports

B. Administrative Office

2. Appointments by the Board of Commissioners

It was moved by Commissioner Hertel, supported by Commissioner Marans that the following Board members be appointed to the following positions: Commissioner Marans as Vice Chairman, Commissioner Marrocco as Treasurer and Commissioner La Belle as Secretary.

Motion carried unanimously.

3. 2011 Property/Casualty Insurance Coverage

Controller Wahl reported that overall, HCMA's 2011 renewal premiums for 15 property/casualty insurance policies will total \$787,103, compared to \$758,303 in 2010 – a net increase of \$28,800 (3.8 percent). Premiums for 14 of the 15 policies experienced net premium reductions totaling nearly \$10,000.

Wahl said these premium reductions were offset by an increase in Worker's Compensation premiums, which moved up \$38,800 (13.6 percent) to \$324,500.

Wahl said in an effort to reduce Worker's Compensation premiums the Authority's agent, Mr. Wolf contacted six other leading writers of Worker's Compensation insurance coverage: (1) Accident Fund of America, (2) Citizens Insurance, (3) Frankenmuth Insurance, (4) Hartford Insurance, (5) Liberty Mutual, and (6) Travelers Insurance. All carriers declined to quote as they felt they could not be competitive with CNA as they were unwilling to offer comparable discounts.

Wahl said that in keeping with our established practice, we have reviewed all recommended 2011 coverages with our insurance consultant, Mr. Haig Neville. Mr. Neville continues to feel HCMA's insurance program is placed with highly rated insurance carriers offering broad based coverages at competitively priced premium levels. Neville confirms that HCMA benefits from our stable and well-coordinated relationship with our in-force carriers. He recommends that the Board accept the 2011 insurance renewals as presented.

Commissioner La Belle said that he supported Controller Wahl and that we are still 12 percent below standard workers compensation rates. Wahl replied that as long as we keep good claim experience for the 2010 policy year, premiums should improve for 2012 renewals.

It was moved by Commissioner Evans, supported by Commissioner La Belle that the Board of Commissioners approve the 2011 insurance coverages as detailed on the 2011 Insurance Summary as recommended by Controller Wahl and staff.

Motion carried unanimously.

5. Reports

B. Administrative Office

4. 2011 Liability Indemnification Resolution

Controller Wahl reported this annual administrative matter is necessary so that the Board can reaffirm its general intent on liability indemnification. Wahl said the Liability Indemnification Resolution offers protection for Board members, employees and volunteers against claims and losses arising out of the course of their service/employment with the Authority while acting within the scope of their duties.

It was moved by Commissioner Hertel, supported by Commissioner La Belle that the Board of Commissioners approve the Liability Indemnification Resolution as recommended by Controller Wahl and staff.

Motion carried unanimously.

5. Update – Pilot Privatization Project – Maintenance of a Metroparks Golf Course

Director Moilanen reported that at the Dec. 9, 2010 commission meeting, the Board requested staff to research and recommend a golf course to be maintained under a one-year contract as a pilot project. Staff is suggesting Kensington Metropark Golf Course be used for this pilot project.

Moilanen said the Kensington Golf Course currently costs the most to maintain of any of the eight regulation courses and therefore would offer the potential for the biggest cost savings from contracting with a private company to maintain the course grounds. The three, full-time staff currently on the course could be assimilated into other park maintenance operations during the one-year trial contract.

Moilanen also reported that staff is preparing a request for proposal (RFP) for the maintenance of a Metroparks course fashioned from similar public agency contracts for golf course maintenance.

Commissioner Hertel suggested that Commissioner Marrocco meet with staff and review the RFP for the golf maintenance project.

It was moved by Commissioner Marans, supported by Commissioner Evans that the Board of Commissioners approve using Kensington Metropark Golf Course for a pilot privatization maintenance project and direct staff to develop a request for proposal to contract with a private maintenance firm for the 2011 golf season as recommended by Director Moilanen and staff.

Motion carried unanimously.

5. Reports

B. Administrative Office

6. Update – Strategic Plan

Director Moilanen reported that staff has been working on the strategic plan in an effort to improve recreational and educational opportunities for Metroparks visitors. Meetings have been held with the ad hoc committee, along with two public meetings. Moilanen said as a result, two more goals were added: Promoting Environmental Sustainability and Wise Management of HCMA Natural Resources and Enhancing Educational opportunities.

Moilanen reported the next steps for the Strategic Plan will be for staff to meet with the ad hoc committee, department heads and senior staff. Goals and timelines will be set by the group and information will be collected. Staff will then report back to the board with an update.

Commissioner La Belle commented on the efforts of staff and other employees in developing the Strategic Plan.

Commissioner Hertel suggested the Board recognize staff for the positive work that has been done on this committee.

It was moved by Commissioner Hertel, supported by Commissioner Marrocco that the Board of Commissioners approve the strategic plan goal statements written in the Jan. 13, 2011 draft; recognize staff for the positive work that has been done on the committee and direct staff to continue working on developing the action plan for accomplishing those goals as recommended by Director Moilanen and staff.

Motion carried unanimously.

7. Donations

a. Regular Donations

It was moved by Commissioner Marans, supported by Commissioner Evans that the following donations be accepted and that a letter of appreciation be sent to the donors as recommended by Deputy Director Almas and staff.

- A \$250 cash donation made by Anthony Rencher to be used as Kensington Metropark.
- A \$350 bench donation made by Kevin Haxter to be used at Lake Erie Metropark.
- A \$350 bench donation made by Crack O' Dawn Coffee Club to be used at the Marshlands Museum at Lake Erie Metropark.
- A \$400 bench donation made by Jason Trudeau in memory of Joseph Trudeau to be used at the Nature Center at Kensington Metropark.
- A \$475 bench donation made by John Swisher to be used at Hudson Mills Metropark.
- A donation of animal head mounts (Coyote, Mink and Pine Martens) made by Multi-Lakes Conservation Association for use at the Nature Center at Kensington Metropark.

Motion carried unanimously.

b. Land Donation

Executive Secretary Phifer reported that Michael and Nancy O’Piela contacted the Metroparks with an offer to donate 2.21 acres of vacant land located near the corner of Jefferson and S. Gibraltar Road and bordering on Lake Erie Metropark. However, the offer has since been rescinded to the Metroparks.

It was moved by Commissioner Marans, supported by Commissioner Hertel that the Board of Commissioners receive and file this report as recommended by Executive Secretary Phifer and staff.

Motion carried unanimously.

5. Reports

B. Administrative Office

8. Legislative Report

Legislative Consultant Carr reported that Gov. Snyder issued his First Executive Order splitting up the MDNRE back into two autonomous state agencies. Carr said effective March 13, 2011 the current department will be officially split into the Department of Environmental Quality and the Department of Natural Resources. Carr also said implementing Executive Order 2011-01 is expected to encounter several challenges.

Commissioner Marans commented that changes with the MDNRE may have some impact on issues at the Metroparks.

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

Motion carried unanimously.

6. Closed Session

It was moved by Commissioner Marans, supported by Commissioner Hertel that the Board of Commissioners immediately adjourn to a closed session to discuss land acquisition.

ROLL CALL VOTE

Voting yes: Commissioners Hertel, La Belle, Evans, Marrocco, Marans, Lester
Voting no: None

Motion carried unanimously.

The regular meeting adjourned at 11:35 a.m.

In closed session, it was moved by Commissioner La Belle, supported by Commissioner Hertel that the Board of Commissioners adjourn the first closed session.

Motion carried unanimously.

The closed session adjourned at 11:45 a.m.

It was moved by Commissioner La Belle, supported by Commissioner Hertel that the Board of Commissioners immediately reconvene to second closed session.

ROLL CALL VOTE

Voting yes: Commissioners Hertel, La Belle, Evans, Marrocco, Marans, Lester
Voting no: None

Motion carried unanimously.

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

The regular meeting reconvened at 11:58 a.m.

7. Park/Department Presentations

It was moved by Commissioner Hertel, supported by Commissioner Evans that the Board of Commissioners postpone the presentations until the February 2011 meeting.

Motion carried unanimously.

Commissioner Marans exited the meeting room.

8. Director's Comments

Director Moilanen said that staff is moving forward with the hiring of a Marketing Director and that Hammond and Associates was hired to conduct the search; that the position was posted on Jan. 12. 2011. Moilanen said staff intends to narrow the list of applicants down to six and then bring a recommendation to the Board at the March meeting.

Moilanen also said the Metroparks will be hosting a Disaster Preparedness Conference in the next couple of months and that Commissioners are invited to attend the conference at no charge. Staff plans to invite township supervisors, police, fire and other elected officials and that the goal will be to enhance the Metroparks ability to prepare for and respond to crisis's and emergencies.

Moilanen also announced that park superintendents Nancy Schaible and Richard Sobecki would be retiring at the end of January. Moilanen congratulated both of them for their contributions to the Metroparks and wished them a happy retirement.

9. Commissioner Comments

Commissioner Hertel wished everyone a happy New Year.

Commissioner La Belle wished everyone a happy New Year.

Commissioner Evans wished everyone a happy New Year.

Commissioner Marrocco thanked the other commissioners for appointing him Treasurer. He also commented that arrangements should be made to have snow removed in the parking lot before Commission meetings.

Commissioner Lester wished everyone a happy New Year.

10. Motion to Adjourn

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

Motion carried unanimously.

The meeting adjourned at 12:15 p.m.

Respectfully submitted,



George Phifer
Executive Secretary