

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, April 12, 2018

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, April 12, 2018 at 10:30 a.m. at the Environmental Discovery Center at Indian Springs Metropark.

Commissioners Present: Jaye Quadrozzi
 Robert W. Marans (arrived at 10:52 a.m.)
 Bernard Parker
 Kurt L. Heise
 Steve Williams

Staff Officers:
 Acting Director Michael Reese
 Deputy Director David Kirbach

Other Attendees:
 Rebecca Franchock Supervisor of Budget and Payroll
 Steve Mann Miller, Canfield, Paddock and Stone, PLC

Absent:
 Commissioner Timothy J. McCarthy
 Commissioner John Paul Rea

1. Chairman's Statement
None.

Commissioner Quadrozzi said Commissioner McCarthy was out of town and Commissioner Marans was running late. Commissioner Quadrozzi called for a motion to chair the meeting.

Motion by Commissioner Parker, support from Commissioner Heise that the Board of Commissioners designate Commissioner Quadrozzi as the chair for the April 12, 2018 meeting.

Motion carried unanimously.

The meeting was called to order at 10:31 a.m.

2. Public Participation

Toni Spears, Dexter, said the acoustics in the building were poor and asked commissioners to please speak loudly.

3. Approval – March 8, 2018 Public Hearing and Regular Meeting Minutes

Motion by Commissioner Parker, support from Commissioner Williams that the Board of Commissioners' approve the March 8, 2018 public hearing and regular meeting minutes as presented.

Deputy Director Dave Kirbach said there was a scrivener's error on the minutes, which was corrected.

Commissioner Parker amended the motion to include the changes.

Motion carried unanimously.

4. Approval – April 12, 2018 Agenda

Motion by Commissioner Williams, support from Commissioner Parker that the Board of Commissioners' approve the April 12, 2018 agenda as presented.

Motion carried unanimously.

5. Approval – Director Appointment and Approval of Employment Agreement

Motion by Commissioner Parker, support from Commissioner Williams that the Board of Commissioners' appoint Amy McMillian as the director of the Huron-Clinton Metroparks and approve the employment agreement.

Motion carried unanimously.

6. Approval – April 12, 2018 Consent Agenda

Motion by Commissioner Williams, support from Commissioner Parker that the Board of Commissioners' approve the amended consent agenda consisting of the following:

- a. Approval – March 2018 Financial Statements and Payment Registers
- b. Approval – March 2018 Appropriation Adjustments
- c. Purchases
 1. Grounds and Golf Course Mowers/Equipment, Various Locations
 2. Aquatic Pest Control, Various Locations
 3. Outdoor Walk-in Freezer, Lower Huron Metropark
 4. Outdoor Furnishings, All Locations
 5. Load and Pack Vehicle, Kensington Metropark
 6. Police Pontoon, Stony Creek
 7. Computers, Engineering, Planning and Natural Resources Departments
- d. Report – Over \$10,000
- e. Approval – Playground Mulch Installation

Motion carried unanimously.

7. Reports

A. Administrative Department

1. Approval – Credit Card Acceptance Resolution

Motion by Commissioner Parker, support from Commissioner Heise that the Board of Commissioners' adopt the Credit Card Acceptance Resolution in compliance with Section 3 of Michigan Public Act 280 of 1995 (MCL 129.223) as recommended by Supervisor of Budget and Payroll Rebecca Franchock and staff.

Discussion: Supervisor of Budget and Payroll Rebecca Franchock updated the Board on the background for accepting credit cards and said the Board approved the acceptance of credit card payments in 1996; however, it did not adopt a formal resolution. Adopting the resolution will meet the criteria of Act 280 to address this gap. She also said there was a scrivener's error on the resolution, which has been corrected.

Motion carried unanimously.

7. Reports

A. Administrative Department

2. Approval – Retiree Representative Reappointment for Pension Committee/RHCT Board

Motion by Commissioner Williams, support from Commissioner Heise that the Board of Commissioners' reappoint Mr. David Wahl as the Retiree Representative for the Pension Committee and Retiree Health Care Trust Board as recommended by the selection committee.

Discussion: Supervisor of Budget and Payroll Rebecca Franchock updated the Board and said the term for the current Retiree Representative, Dave Wahl expired in February 2018 and that he submitted a letter of interest in continuing to serve on the Pension Committee and Retiree Health Care Trust Board. Ms. Franchock said the selection committee met and is recommending that the Board reappoint Mr. Wahl to an additional three-year term expiring February 2021.

Motion carried unanimously.

B. Planning Department

1. Approval – Playground Redevelopment, Wolcott Mill Metropark

Motion by Commissioner Williams, support from Commissioner Heise that the Board of Commissioners' (1) accept the proposal from low responsive, responsible bidder, Penchura LLC, for \$91,246.28 to replace the playground equipment at the Wolcott Mill Farm Center; and (2) approve the transfer of \$6,246.28 from Fund Balance to cover the cost of the project as recommended by Manager of Planning Nina Kelly and staff.

Discussion: Manger of Planning Nina Kelly updated the Board on the project and said the existing spider web structure would be removed and replaced with new farm-themed structures. The existing climbing wall structure and carved wooden horse (installed June 2015) will remain. She said the spider web netting was replaced in June 2016 after only two years of use due to numerous holes. A previous wooden tractor structure located at this playground had presented potential entanglement risks due to protruding staples on the wheel treads and sharp angles. The tractor did not meet the U.S. Consumer Product Safety Commission playground safety guidelines and was removed by Metroparks maintenance staff in 2017.

Commissioner Parker asked about the current spider webbing and how long it lasted. Ms. Kelly said the safety netting was replaced a couple of years ago due to holes and the structure continues to be a safety problem. She said the spider web feature was going to be replaced by a barn themed structure.

Motion carried unanimously.

C. Engineering Department

1. Bids – Clean, Televis and Assess Storm Sewer System, Various Locations

Motion by Commissioner Parker, support from Commissioner Heise that the Board of Commissioners' award Contract No. 900-18-013 to the low responsive, responsible bidder, D.V.M Utilities, Inc., in the amount of \$168,379 as recommended by Manager of Engineering Mike Henkel and staff.

Discussion: Manger of Engineering Mike Henkel updated the Board and said the project includes storm sewer cleaning, televising, defect identification, root

treatments, and condition assessments of 62,315 feet of storm sewer and 440 drainage structures. He said the current work is an integral part of the Storm Water, Asset Management, and Waste Water (SAW) Grant and the work is eligible for grant reimbursement. The assessments will aid in the formulation of future work as it relates to SAW grant projects and identify areas of priorities for future work. This assessment is integral with the background information that is necessary for defining the scope and possible issues with the future SAW projects. The assessment information will then be used for future projects and the resulting information incorporated into the current GIS system.

Motion carried unanimously.

7. Reports

C. Engineering Department

2. Approval – Change Order, Systemwide Fiber Optic Infrastructure Connectivity

Motion by Commissioner Williams, support from Commissioner Heise that the Board of Commissioners' (1) approve a change order to contract 900-17-008 in the amount of \$34,017.84; and (2) approve the transfer of \$34,018 from Fund Balance to cover the additional cost of the project as recommended by Manager of Engineering Mike Henkel and staff.

Discussion: Mr. Henkel updated the Board and said the fiber optic communications project done throughout the park system was substantially complete. During the project, additional work was necessary to complete the project, which included 1,329 feet of boring, additional fiber optic cable splices, an additional handhold and reworking some interior building conduits.

Commissioner Parker asked if the funding was coming out of Fund Balance and inquired if there was funding available from another source. Mr. Henkel said it's early in the year and he will not know what projects will come in under budget at this time.

Ms. Franchock said the Fund Balance is both increasing and decreasing this month as the capital equipment purchases came in under budget.

Commissioner Williams asked if there are any locations where the Metroparks are able to share capacity with neighbors in order to generate revenue? Mr. Henkel said the engineering department was tasked with installing the cabling within the parks, which will in turn allow more POS systems and more locations for Wi-Fi.

Motion carried unanimously.

3. Approval – Golf Course Pump House Intake Repair, Lake Erie Metropark

Motion by Commissioner Williams, support from Commissioner Heise that the Board of Commissioners' (1) approve a purchase order or to Control Dynamics in the amount of \$35,400; and (2) approve the transfer of \$35,400 from Fund Balance to cover the cost of the project as recommended by Mike Henkel and staff.

Discussion: Mr. Henkel updated the Board and said this was an unbudgeted emergency repair that staff discovered while in the process of opening the Lake Erie golf course. After staff did a pump station inspection, a pump repair company was called to inspect the pumps. After disassembling three pumps, the 15 HP pump had bearing damage due high temperature that melted the cooling fan and has

impeller damage. He said the damage is most likely due to loss of prime through the intake foot valve.

Motion carried unanimously.

7. Reports

C. Engineering Department

4. Approval – Change Order, EDC HVAC Control System Replacement, Indian Springs

Motion by Commissioner Williams, support from Commissioner Parker that the Board of Commissioners' (1) approve a change order to contract 715-17-020 in the amount of \$16,682; and (2) approve the transfer of \$16,682 from the Kensington Unallocated Capital account to cover the additional cost of the project as recommended by Manager of Engineering Mike Henkel and staff.

Discussion: Mr. Henkel updated the Board and said additional work was necessary to complete the project, which included replacing air discharge sensors, additional wiring, storage tank removal, leak repair and the repair of failed sensors.

Motion carried unanimously.

8. Other Business

a. Stony Creek Landing Project

Manager of Engineering Mike Henkel updated the Board on the Stony Creek Landing project and said there have been multiple issues with the contractor and staff is working with Miller Canfield and the surety company to address deficiencies that may result in the replacement of the contractor.

Commissioner Parker asked how long the project would be delayed by changing contractors. Mr. Henkel said the project would not be completed before September.

Commissioner Parker asked if the contractor would be replaced with the next lowest bidder. Mr. Henkel said the surety company was looking at the number two, three and four bidders as replacement contractors.

Commissioner Parker asked if the current contractor would be held responsible for the damages. Mr. Henkel said he would defer to Miller Canfield but it would be possible not to use the contractor with future projects moving forward.

Commissioner Quadrozzi asked if staff had a plan for the hike-bike path and parking lot. Mr. Henkel said the parking lot was already moved and almost complete.

Commissioner Williams asked if there was a fee for damages? Mr. Henkel said the fee for liquidated damages was \$1,550 per day once the project goes past May 4, the project end date.

Commissioner Heise asked if the contractor had an attorney. Mr. Henkel said yes.

Commissioner Marans entered the meeting at 10:52 a.m.

b. Partnership with Detroit Zoo

Deputy Director Dave Kirbach updated the Board and said staff has had several meetings with Detroit Zoo representatives, have mainly discussed revenue and the best approach for tolling, fees etc. He said the zoo estimates it will cost approximately \$1.5 million a year to operate and that the Zoo will be able to provide \$1 million per year with the hope that the Metroparks could subsidize the additional \$500,000. Mr.

Kirbach said Lake St. Clair Metropark is the only site in Macomb County Zoo officials have considered for this project. He said Board members are welcome and encouraged to attend meetings.

Commissioner Quadrozzi asked what the building would be called and if there were any designs. Mr. Kirbach said The Great Lakes Nature Center and the Zoo does not currently have a concept design. However, the building may house live animals and aquariums.

Commissioner Heise asked when the next meeting with Zoo officials would take place. Mr. Kirbach said Monday, April 16.

Commissioner Parker said the Zoo was projecting a \$500,000 deficit and that the Metroparks should not be incurring any debt for this project. The Zoo has a millage and should use that to pay for the center.

Commissioner Williams asked if there was a fiber drop at Lake St. Clair. Manager of information Technology Robert Rudolph, Jr. said yes.

Commissioner Marans said he would like staff to update the Board with pros and cons for this project.

Commissioner Heise said he would attend the April 16 meeting.

9. Staff Leadership Update

None.

10. Commissioner Comments

Commissioner Williams said now that the weather is getting a little better he is seeing more people out at Kensington.

Commissioner Marans said he wanted a formal process in place for an annual assessment for the director that included employee input.

Commissioner Quadrozzi thanked staff for the space heaters in the women's restroom at Stony Creek Metropark.

11. Motion to Adjourn

Motion by Commissioner Parker, support from Commissioner Williams that the Board of Commissioners' adjourn the regular meeting.

The meeting adjourned at 11:06 a.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary