

**Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, March 14, 2019**

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, March 14, 2019 after the public hearing at the Administrative Office.

Commissioners Present:	Timothy J. McCarthy Robert W. Marans Bernard Parker Kurt L. Heise Steve Williams John Paul Rea
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Staff Officers:	
Director	Amy McMillan
Deputy Director	David Kirbach
Chief of Finance	Rebecca Franchock

Other Attendees:	
Miller Canfield	Steve Mann

Absent:	
Commissioner	Jaye Quadrozzi

1. Call to Order

Chairman McCarthy called the meeting to order at 11:03 a.m.

2. Chairman's Statement

Commissioner McCarthy said he would not be at the April meeting and that Commissioner McCarthy would be chairing the meeting.

3. Public Participation

None.

4. Approval – Feb. 14, 2019 Regular Meeting Minutes

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners approve the Feb. 14, 2019 regular meeting and closed session minutes as presented.

Motion carried unanimously.

5. Approval – March 14, 2019 Full Agenda

Motion by Commissioner Heise, support from Commissioner Rea that the Board of Commissioners approve the March 14, 2019 agenda as presented.

Motion carried unanimously.

6. Approval – Feb. 14, 2019 Consent Agenda

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

- a. Approval – January and February 2018 Financial Statements
- b. Approval – February Appropriation Adjustments
- c. Report – Capital Project Fund Monthly Report
- d. Approval – Motor City Canoe Rental Services Agreement, Oakwoods Metropark

- e. Approval – Trail Maintenance and Repair Agreement, Milford Township
- f. Report – Biannual Plans Implementation
- g. Approval – Grant Resolutions
 - 1. *Oakwoods Metropark*
 - a. Accessible Nature Trail Development Grant, MNRTF
 - b. Accessible Trail Development Grant, LWCF
 - 2. *Lake Erie Metropark*
 - a. Accessible Launch Development Grant, MNRTF
 - b. Accessible Launch Development Grant, LWCF
 - 3. *Stony Creek Metropark*
 - a. Off-Leash Dog Area Development Grant, MNRTF
 - 4. *Kensington Metropark*
 - a. West Boat Launch Area, MNRTF 30 Percent Grant Match
 - 5. *Kensington Metropark*
 - b. West Boat Launch Area, MNRTF 50 Percent Grant Match
 - 6. *Hudson Mills Metropark*
 - a. Rapids View Development, MNRTF 30 Percent Grant Match
 - 7. *Hudson Mills Metropark*
 - b. Rapids View Development, MNRTF 50 Percent Grant Match
- h. Bids – Hike-Bike Trail Infrared Repairs, Various Locations
- i. Report – Purchases Over \$10,000
- j. Purchases
 - 1. Utility Cart Vehicles, various locations
 - 2. Heavy Duty Pickup Truck, Willow Metropark
 - 3. Outdoor Furnishings, all locations
 - 4. Grounds/Golf Course Mowers and Equipment, various locations

Commissioner Marans requested that the grant resolutions for Hudson Mills be moved to the regular agenda for discussion.

Motion by Commissioner Quadrozzi, support from Commissioner Williams that the Board of Commissioners amend remove items 6-g-6 and 6-g-7 from the consent agenda and add to the regular agenda.

Motion as amended carried unanimously.

7. Reports

A. Hudson Mills Metropark

1. Rapid View Development, MNRTF 30 Percent / 50 Percent Grant Match

Discussion: Commissioner Marans suggested minor wording changes that included eliminating the word “turnaround” and adding appropriate wording to protect legacy trees.

Commissioner Heise said he was concerned that changing the language would conflict with grant language. Ms. McMillan said the language regarding the trees typically is not included in resolutions.

Commissioner Williams said preservation of trees is included in the overall Metroparks mission. Ms. McMillan said yes, it's inclusive of how all the parks are managed.

Commissioner Parker said if language is added to this resolution about protecting trees and not added to the others it may appear that staff doesn't want to preserve trees in the other projects. He said specific language could be added to the RFP.

Commissioner McCarthy asked for the suggested language changes for the resolution. Ms. McMillan suggested changing the language in the third paragraph to read, "Whereas, the Authority desires to redevelop the Rapids View picnic and launch site to comprise: a new upper parking lot and designated trailer parking spaces; a new drop-off for paddlers and redeveloped lower parking lot; accessible launch improvements; an accessible picnic area and river overlook; and an accessible vault restroom."

Motion by Commissioner Marans, support from Commissioner Parker that the Board of Commissioners (1) approve the language change in the Hudson Mills Metropark – Rapid View Development project; and (2) approve the resolution for the Michigan Department of Natural Resources (MDNR) Michigan Natural Resources Trust Fund (MNRTF) grant program.

Motion carried unanimously.

7. Reports

B. Police Department

1. Introduction of K9 Officer Parks

Discussion: Chief of Police Michael Reese introduced Officer Green and his K9 partner Office Parks. Officer Green updated the Board and said Officer Parks is currently in obedience classes and will attend the police academy in the fall. Officer Parks will be cross trained in explosives as well as search and rescue.

Commissioner McCarthy asked where the academy was located. Officer Green said Oakland Community College in Auburn Hills.

C. Engineering Department

1. Bids – Demolish Quonset Huts/ Service Yard Buildings

Motion by Commissioner Rea, support from Commissioner Williams that the Board of Commissioners award Contract No. 516-18-091 to the low responsive, responsible bidder, Universal Consolidated Enterprises, Inc. of Roseville, MI in the amount of \$109,269 as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel said with the new maintenance building, constructed in 2013, the main barn, small garage and two Quonset hut structures need to be demolished. The main barn was original to the property and has foundation issues, making the second floor unusable. In addition, the main barn also contains asbestos in the duct insulation, siding, sealant and electrical wiring. Mr. Henkel said the project is under budget by \$160,000.

Motion carried unanimously.

7. Reports

C. Engineering Department

2. Bids – 26 Mile Road Bridge Rehabilitation

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners (1) award Contract No. 509-18-550 to the low responsive, responsible bidder, Z Contractors, Inc. of Shelby Township Michigan in the amount of \$759,768.81; and (2) approve the transfer of \$259,769 from project 509-19-552 Sanitary Sewer Rehabilitation for Stony Creek to cover the cost of the project as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Mr. Henkel said the project includes the surface milling of pavement approaches, placement of deck overlay, bridge railing replacement, concrete deck and foundation repairs, approach pavement replacement, and placement of pavement markings and that the bridge will remain open to vehicular traffic during construction. He also said the current walkway is not wide enough and as part of this project, the path will be widened to 10-feet, complete with barricade and fencing for added safety.

Commissioner McCarthy asked if the entrance would remain open during construction. Mr. Henkel said yes.

Motion carried unanimously.

D. Natural Resources Department

1. Approval – Geese Management, Stony Creek and Kensington Metroparks

Motion by Commissioner Quadrozzi, support from Commissioner Marans that the Board of Commissioners award RFP 2019-020 to Goose Busters of Holly, Michigan for geese management at Stony Creek and Kensington Metroparks for a one-year contract with up to four (4) one-year extension options; total cost for the first year is \$25,155 as recommended by Chief of Natural Resources and Regulatory Compliance Ryan Colliton and staff.

Discussion: Chief of Natural Resources Ryan Colliton said the trained canines would be used for geese management services to control the nuisance Canada geese population at Stony Creek Metropark (Baypoint Beach and Eastwood Beach) and at Kensington Metropark (Martindale and Maple Beach). He said Goose Busters had good results with Canada geese management at Lake St. Clair Metropark last year.

Motion carried unanimously.

E. Information Technology Department

1. Demonstration – Kronos Time and Attendance

Discussion: Chief of Information Technology Robert Rudolph demonstrated how the Kronos Time and Attendance system works for staff.

Commissioner Heise asked if staff used computers. Mr. Rudolph said staff used timeclocks placed in strategic locations throughout the parks. Supervisors can also use laptops or computers and log into the online portal to approve timesheets.

Commissioner Parker asked if the system logged employees in if they punched in two hours early or late. Mr. Rudolph said yes, and that Ms. McMillan sent correspondence to employees regarding procedures.

Commissioner McCarthy asked if supervisors reviewed every timesheet. Mr. Rudolph said yes.

Motion by Commissioner Heise, support from Commissioner Williams that the Board of Commissioners receive and file the Kronos Time and Attendance update.

Motion carried unanimously.

8. Closed Session

Motion by Commissioner Marans, support from Commissioner Parker that the Board of Commissioners adjourn the regular meeting and enter into a close session for the purpose of consulting with attorney(s) regarding specific pending litigation, which is exempt from discussion or disclosure under the Freedom of Information Act, this is a permissible purpose for a closed session pursuant to Section 8(e) of the Open Meetings Act.

ROLL CALL VOTE

Voting yes: Marans, Rea, Quadrozzi, Heise, Williams, Parker, McCarthy
Voting no: None
Absent: None

Motion carried unanimously.

The regular meeting adjourned at 11:38 a.m.

Commissioner McCarthy reconvened the regular meeting at 11:58 a.m.

Motion by Commissioner Heise, support from Commissioner Williams that the Board of Commissioners authorize Fausone Bohn, LLP to file a quiet title complaint against the Gregory J. Reed Scholarship Foundation and any of other entities claiming title to property at Indian Springs Metropark.

Motion carried unanimously

9. Other Business

None.

10. Staff Leadership Update

Ms. McMillan recognized staff that worked on gathering information for the grant applications; reminded everyone about the Employee Recognition dinner scheduled for April 13; let commissioners know that Lake Erie Metropark was selected as the 2019 recipient of the John D. Dingell, Jr. Friend of the Refuge Award and encouraged board members to attend; and introduced two new staff members – Danielle Mauter, chief of marketing and communication and Artina Sadler, chief of Equity, Diversity and Inclusion.

11. Commissioner Comments

Commissioner Quadrozzi thanked staff at Kensington and Stony Creek for keeping the paths cleared during the winter.

Commissioner Heise thanked staff for bringing Officer Parks to the meeting.

Commissioner Parker said he is looking forward to spring and would like to have discussion regarding an evaluation for the director.

Commissioner McCarthy said he would take the lead on the evaluation process.

Commissioner Williams said the new displays at the Nature Center were well done and that local media did a story on the exhibit.


Commissioner McCarthy said he was excited to see the new approach for the grant requests and thanked Ms. McMillan and staff for their work.

12. Motion to Adjourn

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

The meeting adjourned at 12:07 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary