

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, September 9, 2021

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, September 9, 2021. Due to state of Michigan Department of Health and Human Services Emergency Order under MCL 333.2253 and to minimize the spread of COVID-19, this meeting was held in person and electronically, as permitted under Public Act 228 of 2020.

Commissioners Present:	Jaye Quadrozzi Bernard Parker Robert W. Marans Tiffany Taylor John Paul Rea Stephen Pontoni
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Staff Officers Present:	
Director	Amy McMillan
Deputy Director	Michael Lyons
Chief of Finance	Shedreka Miller

Others:	
Miller, Canfield, Paddock & Stone	Steve Mann

1. Call to Order

Commissioner Quadrozzi called the meeting to order at 1:04 p.m.

2. Chairperson's Statement

Commissioner Quadrozzi welcomed the new commissioners and thanked everyone for their hard work during the busy summer season.

3. Public Participation

None.

4. Approval – August 12, 2021 Regular Meeting

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners approve the as submitted.

Motion carried unanimously.

5. Approval – September 9, 2021 Full Agenda

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the September 9, 2021 full agenda as presented.

Motion carried unanimously.

6. Approval – September 9, 2021 Consent Agenda

Motion by Commissioner Parker, support from Commissioner Rea that the Board of Commissioners approve the September 9, 2021 consent agenda as presented:

- a. Approval – August 2021 Financial Statements
- b. Approval – August 2021 Appropriation Adjustments
- c. Report – Monthly 2021 Capital Project Fund Update
- d. Report – Monthly 2021 Major Maintenance Update
- e. Report – Purchases over \$10,000
- f. Purchases
 1. Total Spend and Vendor Location

Motion carried unanimously.

7. Reports

A. Planning & Fund Development Department

1. Report – Permit Scanning Data Analysis

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners receive and file the July/August Visitation Report as recommended by the Chief of Planning and Development Nina Kelly and staff.

Discussion: Chief of Planning and Development Nina Kelly updated the Board on scanning activity in the Metroparks, reviewed data caveats and the overall scanning rate throughout the system. She also noted a correction to the August scan rate, data caveats and visitation from Detroit based zip codes.

Commissioner Marans asked what the red areas on the map were. Ms. Kelly said it was for total visits for the region and the number of scans by zip codes.

Commissioner Parker said he was pleased to see the increase in visitation from Detroit.

Commissioner Rea said its good data and he likes that the Metroparks is using SEMCOG data. He thanked staff for their hard work.

Commissioner Pontoni asked about the DTE promotion and if numbers were included. Ms. Kelly said the data from the DTE partnership would be included in the October report along with the data from the Labor Day weekend.

Motion carried unanimously.

B. Financial Department

1. Report – Monthly Financial Review

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners receive and file the monthly financial review as presented by Chief of Finance Shedreka Miller and staff.

Discussion: Chief of Finance Shedreka Miller updated the Board on current finances and said overall park, aquatics and golf revenue increased while tolling revenue decreased.

Motion carried unanimously.

C. Administrative Office

1. Approval – 2022 Part-Time and Seasonal Employee Wage Scale

Motion by Commissioner Parker, support from Commissioner Rea that the Board of Commissioners accept the proposal to increase the part-time and seasonal employee wage scales by 3 percent, which corresponds with the scheduled increase as determined by the full-time employee collective bargaining agreements as recommended by Chief of Human Resources and Labor Relations Randy Rossman and staff.

Discussion: Chief of Human Resources and Labor Relations Randy Rossman updated the Board and reviewed the wage history for provisional and seasonal employees and that leadership was proposing a 3 percent wage increase.

Commissioner Parker asked for clarification on payrates and Mr. Rossman described the ranges.

Commissioner Parker asked how many people were at a rate under \$15 per hour. Mr. Rossman said he would get the information and send it to the Board.

Ms. Miller reviewed the number of employees that were currently at a pay rate less than \$15 per hour (provisional employees – 265, seasonal employees – 202).

Director McMillan said \$700,000 would bring provisional employees to \$15 per hour. She also said wage compression is an issue that needs to be explored in order to provide

accurate numbers (provisional employees – up to 1500 hours, seasonal employees – up to 600 hours).

Commissioner Parker said he wanted to see the cost associated with raising the rates.

Commissioner Quadrozzi said she would like to have these questions addressed and brought back to the Board for review.

Ms. McMillan requested clarification and that the Board was looking for the following: (1) provide financial information to raise seasonal wages to \$15/hour; (2) provisional employees to \$15/hour; and (3) wage compression.

Commissioner Pontoni said he would like to see demographics including age, experience, wage levels and what managers/supervisors make at the various levels. Ms. McMillan said staff could show trends and experience levels.

Commissioner Taylor said she would like to know how the 567 employees would be impacted.

Commissioner Bolin voted no.

Motion carried.

7. Reports

C. Administrative Office

2. Approval – Cell Tower Land Lease Agreement, Stony Creek Metropark

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the proposed cell tower Land Lease Agreement with Cellco Partnership d/b/a Verizon Wireless as recommended by Deputy Director Lyons and staff.

Discussion: Deputy Director Mike Lyons updated the Board on the project and said the Cellco Partnership d/b/a Verizon would pay the Metroparks annual rental of \$27,600, paid in equal monthly installments. On each anniversary of the commencement date, the annual rental for the subsequent 12-month period of the term shall increase by three percent. The Agreement also includes an execution bonus of \$ 20,000. He said the Metroparks currently lease property for two cell towers located in Macomb County. Crown Castle has the leasing rights at both locations. The proposed Land Lease Agreement would allow Verizon the ability to install equipment on the current monopole to provide service from the location. The visual characteristics of the monopole will remain the same with no exterior transmitting or receiving equipment visible.

Commissioner Marans asked if this was a new cell tower lease. Mr. Lyons said it was adding additional carriers.

Commissioner Parker asked what the Metroparks carrier was. Chief of Information and Technology Robert Rudolph said AT&T.

Motion carried unanimously.

3. Approval – 2022 Fees and Charges

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the 2022 Fees and Charges as recommended by Director Amy McMillan and staff.

Discussion: Ms. McMillan updated the Board on fees and charges and said staff is recommending no changes for 2022 and that the \$5 early bird discount (Nov. 15 – Dec. 31, 2021) and the daily trade up program would remain the same.

Commissioner Marans asked when the annual permit fee went up. Ms. McMillan said in 2019.

Commissioner Parker asked if staff is still able to adjust pricing as needed. Ms. McMillan said yes.

Commissioner Parker asked if staff has thought about having a lifetime pass. Ms. McMillan said, no and that it was an interesting concept.

Commissioner Pontoni asked how golf rates were determined. Ms. McMillan said staff did a lot of analysis and brought in consultants to determine the best approach to pricing.

Motion carried unanimously.

7. Reports

D. Departmental Updates

1. Report – Natural Resources Update

Motion by Commissioner Marans, support from Commissioner Taylor that the Board of Commissioners receive and file the Natural Resources update as recommended by Chief of Natural Resources and Regulatory Compliance Tyler Mitchell and staff.

Discussion: Chief of Natural Resources and Regulatory Compliance Tyler Mitchell updated the Board on projects and highlighted activities in the Natural Resources department that took place during the month.

Motion carried unanimously.

2. Report – Marketing Update

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners receive and file monthly marketing update as recommended by Chief of Marketing and Communications Danielle Mauter and staff.

Discussion: Chief of Marketing and Communications Danielle Mauter updated the Board on current marketing efforts including the DTE partnership and the free entry days, the program with SMART and the joint branding campaign with the Detroit Riverfront Conservancy.

Commissioner Marans asked how many joint billboards there were. Ms. Mauter said five static billboards through August. Digital billboards would run the last week of August through the last week of October.

Commissioner Parker suggested adding advertisements to Department of Transportation (DOT) busses to let people know they can take a bus to the parks.

Motion carried unanimously.

3. Report – DEI Update

Motion by Commissioner Pontoni, support from Commissioner Taylor that the Board of Commissioners receive and file monthly DEI update as recommended by Chief of Diversity, Equity and Inclusion Artina Carter and staff.

Discussion: Chief of Chief of Diversity, Equity and Inclusion Carter updated the Board on DEI efforts and thanked staff for their hard work on the sensory friendly backpacks and for the swim lesson program. She updated the Board on the October DEI Speaker Series event, which will be held at 10am and 6pm at Hudson Mills.

Ms. McMillan said Washtenaw County has an emergency public health order that allows for virtual meetings.

Commissioner Pontoni asked if the meeting was open to everyone. Ms. Carter said yes.

Ms. Carter also updated the Board on the final DEI Speaker Series event to be held on Dec. 7 at 10am.

Commissioner Quadrozzi requested an information sheet to give to county executives.

Commissioner Parker asked if the county executives have been contacted. Ms. Carter said no that staff needed to secure a date with Board members before reaching out to county personnel.

Motion carried unanimously.

7. Reports

D. Departmental Updates

4. Report – Planning Department Monthly Update

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners receive and file the Planning and Development Department Monthly Update as recommended by Chief of Planning and Development Nina Kelly and staff.

Discussion: Director McMillan updated the Board on behalf of Chief of Planning and Development Nina Kelly. She highlighted activities in Planning and Development activities that took place during the month.

Motion carried unanimously.

5. Report – Interpretive Services Update

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners receive and file Interpretive Services monthly update as recommended by Chief of Interpretive Services Jennifer Jaworski and staff.

Discussion: Chief of Interpretive Services Jennifer Jaworski updated the Board on various programs and initiatives that took place during the month and said there was a 60 percent redemption rate for the Library Pass Program.

Motion carried unanimously.

E. Engineering Department

1. Approval – Marathon Pipeline Easement, Oakwoods Metropark

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the request by Marathon Pipeline LLC (MPL) for a temporary and non-exclusive easement on park property located by the Flat Rock dam as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel updated the Board and said that Marathon Pipeline LLC proposes to pay the Metroparks \$40,700 for the easement and an additional \$28,000 for tree replacements. In October 1977, the Metroparks granted permission under the previous 1960 agreement with the Buckeye Pipeline company to assign the existing 16-inch pipeline that crosses Metroparks property to the Marathon Pipeline Company. Marathon is looking to install a new line that will replace its existing line, which is attached to the existing bridge that crosses the river (the existing bridge needs extensive repairs). The easement will allow the installation of a new underground line at this location. The non-exclusive easement will encompass 1.34 acres. In addition, a temporary easement is being requested to facilitate the work on 1.39 acres. All areas will be restored per the agreement and in accordance with the Metroparks vegetative management plan.

Commissioner Rea asked if Marathon was agreeable to the restoration plan. Mr. Henkel said yes.

Commissioner Marans asked if the easement was contiguous. Mr. Henkel said the Metroparks owns the property, but it is not contiguous.

Motion carried unanimously.

7. Reports

E. Engineering Department

2. Approval – Washago Pond Area Restoration

Motion by Commissioner Rea, support from Commissioner Bolin that the Board of Commissioners approve staff to move forward with developing plans and specifications for the removal of the nonfunctioning control structure and for the restoration of the Pond area to a natural habitat as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel updated the Board and said the pond was originally constructed by the Metroparks and was finished in the early 1990's. The dam and associated control structure were considered a low hazard and are regulated by the state of Michigan. Staff has been working with and updating the state as to the current condition of the site. In addition, staff has had conversations with Huron River Water Shed Council and has hired an environmental specialized firm to assess and give recommendations for the site; those recommendations are still in process. Mr. Henkel said currently, vegetation is growing in the area and plant species are being identified for possible inclusion in the proposed restoration. Further work will be necessary to limit invasive species and propagate desired plants. At present, the state has requested that the Metroparks provide engineering plans and specifications for a design for the area by Dec. 31, 2021 with construction to be completed by Oct. 31, 2022.

Commissioner Parker asked why this needs to be done. Mr. Henkel said the dam either needs to be repaired or the area restored to make sure invasive species do not invade the area. He said it's a balancing act with regards to either fixing the dam and all the structures or restore the area and make more habit improvements.

Commissioner Parker asked if the area was used for fishing and if the dam was fixed would there be a pond year-round. Mr. Henkel replied yes to both questions.

Commissioner Marans asked when the project would be completed. Mr. Henkel said by the end of 2022.

Commissioner Bolin asked if the fish were able to pass through the dam. Mr. Henkel said not going upstream.

Commissioner Pontoni asked if fixing the dam would help with water issues such as flooding. Mr. Henkel said not in this particular area.

Motion carried unanimously.

3. Bids – Pool Repairs, Lake Erie Metropark

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners (1) award Contract No. 702-21-331 to the low responsive, responsible bidder, J Rank Electric, Inc. in the amount of \$134,420.82; and (2) approve the transfer of \$134,420.82 from the Hudson Mills unallocated account to cover the cost of the project as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel updated the Board and said the work includes furnishing all labor and materials to install approximately 330 linear feet conduit and cables that run from the two pool submersible pumps within the pump pit to the control panel within the pool mechanical room that provide power to the seal failure and over-temperature monitoring systems, removal of the existing cables, concrete and replacement. He said the control wiring to the pool pumps has failed and is no longer in working order. The control wiring is faulty and in need of replacement. The project will also relocate the junction box connection which is in pump pit below the deck and has experience moisture issues in the past.

Motion carried unanimously.

8. Leadership Update

a. Approval – Board Retreat Subcommittee Recommendation

Ms. McMillan updated the Board on the Retreat Subcommittee meeting, the date chosen for the retreat was Oct. 15, the meeting would be a full-day and that it would be run by a facilitator to maximize Board members' time.

Commissioner Marans said all the facilitators looked good and he had no preference.

Commissioner Taylor said she was leaning toward the discretion of the director to choose a facilitator.

Commissioner Quadrozzi said she was not impressed with the Cities Reimagined group.

Ms. McMillan said she recommends using Mindset Talent.

Motion by Commissioner Parker, support from Commissioner Rea that the Board of Commissioners authorize staff to hire Mindset Talent as the facilitator for the Oct. 15, 2021 Board Retreat as recommended by Director McMillan.

Commissioner Parker said he would prefer to do the Board meeting and retreat the same day.

Commissioner Marans asked if a location was set for the retreat. Ms. McMillan said not yet. She said staff was looking at facilities in Detroit or Waldenwoods in Brighton.

Commissioner Parker asked if any decisions would be made at this meeting. Ms. McMillan said she was not sure.

Commissioner Pontoni asked who would be attending. Ms. McMillan said she envisioned the meeting to include herself, Board members and the facilitators.

Commissioner Pontoni asked if the meeting was subject to the Open Meetings Act (OMA). Ms. McMillan said yes; however, she deferred to legal counsel for their opinion. Steve Mann, legal counsel, said it's a consensus meeting and, therefore must comply with OMA because a quorum of the Board will be present at the meeting.

Commissioner Pontoni said he was not sure why the retreat was subject to OMA rules. Mr. Mann said the Metroparks are not afforded the special privileges as the legislature. Ms. McMillan said the meeting minutes only need to reflect attendance and any action taken. If no action is taken, there should be the availability for open and frank discussions.

Motion carried unanimously.

b. Updates

Ms. McMillan said the panel for the Mackinac Policy Conference was offered the opportunity to do an OPED piece for Crain's Business and that staff was working with Truscott Rossman to develop a piece for publication.

Ms. McMillan said the Metroparks has the opportunity to host a Trail Conference in 2023. She also thanked Ms. Jaworski, chief of Interpretive Services for all the hard work on programming with partners and let everyone know there would be a Celebration of Life for Dave Kirbach on Saturday, Sept. 11. Finally, Ms. McMillan thanked the Board for their support for her and her family.

Commissioner Parker asked why the city of Detroit was not included on the panel for the Mackinac Policy Conference. Ms. McMillan said that the policy conference coordinators limited panel participation to three people.

9. Other Business

a. Appoint – At Large Member, Pension Committee/Retiree Health Care Trust

Motion by Commissioner Marans, support from Commissioner Rea that that Board of Commissioners appoint Commissioner Tiffany Taylor as the At Large Board member to the Huron-Clinton Metroparks Pension Committee and Retiree Health Care Trust Board of Directors.

Motion carried unanimously.

b. Appoint – Board of Commissioners Treasurer

Motion by Commissioner Marans, support from Commissioner Rea that that Board of Commissioners appoint Commissioner Tiffany Taylor as Treasurer for the Huron-Clinton Metroparks Board of Commissioners.

Motion carried unanimously.

10. Public Participation

None.

11. Commissioner Comments

Commissioner Rea thanked staff for their continued hard work.

Commissioner Bolin thanked everyone for the warm welcome.

Commissioner Taylor thanked every for the warm welcome.

Commissioner Pontoni thanked everyone for the warm welcome.

Commissioner Parker said he recently golfed with friends at one of our courses and they said our golf courses were outstanding. He also said he likes the grant updates and that a discussion on standing committees was needed.

Commissioner Quadrozzi said she has talked with Ms. McMillan regarding standing committees and said it could be address at the retreat.

Commissioner Marans said it was nice to have the full Board and new CFO together.

12. Motion to Adjourn

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

The meeting adjourned at 3:30 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary