

**FINAL
CHARTER TOWNSHIP OF COMMERCE
PARKS AND RECREATION COMMITTEE MEETING**

Monday, July 25, 2022
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Chairperson Petsch called the meeting to order at 7:01pm.

ROLL CALL: **Present:** William Petsch, Chairperson
Johnny Walker, Vice Chairperson
Barbara Garbutt, Secretary
Bob Berkheiser
Laura Waterworth
Absent: Krystal Schwartz (excused)
Ron Krueger (excused)
Also Present: Emily England, Director of Senior Services/Parks & Recreation
Allison Kennedy, Asst. to Parks & Recreation Director
Mark Schoder, Maintenance Director

COMMUNICATIONS:

None.

APPROVAL OF MINUTES:

MOTION by Garbutt, seconded by Walker, to approve the June 27, 2022, Parks and Recreation Committee Regular Meeting Minutes.

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENTS

Chairperson Petsch opened to Public Comments.

There were no comments.

Chairperson Petsch closed to Public Comments.

ITEM 1: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT

Lakes Area Hawks – Pete Lesner

- We have our camp starting this coming Friday. We have 116 registered.
- We haven't done a lot of repairs, besides the fields which are every year and those are \$8,000 to \$10,000 per year. We haven't done anything to the building, the water system, or the sprinkler system.
- There's not much more to report because I was here last month. It's basically status quo right now.
- We're just moving forward closer to the football season, and our first two games are at home.
- Our camp is always big.

Chairperson Petsch – What are the dates of the camp again, Pete?

Mr. Lesner – Camp is July 29, 30 and 31.

Chairperson Petsch – Do we have overnight stuff again?

Mr. Lesner – Yes.

Chairperson Petsch – Have we informed Oakland County?

Mr. Lesner – Yes, and Wolverine Lake.

Mr. Berkheiser – Will you have any issues parking wise with all the folks coming in, with the construction?

Mr. Lesner – No, but once again, Emily, about the big dirt pile there.

Ms. England – They're working on getting that done. They will get that moved out of your way.

Mr. Lesner – Friday is the first day, and Saturday is the big day. On Saturday and Sunday, our side will be filled for sure. Besides that, all the bills are paid, we have a full team, and football and cheer are rocking.

CW3 Soccer – Chris Haney

- The grass is green, the kids are smiling, everything's good.
- We have our 3rd of 4 camps starting next week, August 1st through the 4th, 9:00am to 11:30am at Dodge Park.
- Then the season kicks off and the last week in August will be the first game. We're scheduling right now, so I'm not certain where that first game will fall.

Friends of Byers – Karen Schantz

- We are gearing up for August 14th for our Ugly Duckling Vintage event.
 - We are packed this year. The grounds will be full.
 - We have 22 vendors.
 - It's going well.
 - I have questions, Emily, regarding the food truck. It's a return food truck from Art on the River, CC's Soul Food. Does she need her license permit again?

Ms. England – It wasn't just for the day so it's still good.

Ms. Schantz – Okay. We also have a cheesecake vendor from Commerce. Do I need their license?

Ms. Kennedy – Are they selling to eat onsite, or selling ...

Ms. Schantz – Onsite, whole cheesecakes.

Mr. Berkheiser – They're selling the whole cheesecake or they're cutting slices and putting them on a plate?

Ms. Schantz – No, they're selling the whole cheesecake.

Ms. England – Then they're just selling their product, so no.

Ms. Schantz – They're locals, it's a mother-daughter team here in Commerce that bake out of their home.

Ms. England – So they have a food license then; just send that to me.

Ms. Schantz – Okay. And then I have a coffee roaster from Commerce.

Ms. England – They would have to have a food license.

Ms. Schantz – Okay.

- We're meeting to start the siding on the barn.
- Someone filled in the hole in the back, on the lean-to. We had that area replaced 10 years ago, but we didn't know the guy used pine and not cedar. It has holes in it. We'll be starting that soon.
- We're also going to do the back wall of the duck barn that's rotting out, and the roof will probably follow that in October.
- We are gearing up for Boo Bash after this.

Commerce Little League – Paul Kammer

An emailed report dated July 21, 2022, was submitted in the packet.

- *Our Spring Season, District & State Tournaments have wrapped up and we've begun registration for Fall Ball.*
- *We will begin discussing project needs for the 2023 season, and would like to revisit the possibility of the previously discussed Pavilion that was proposed on our fields as part of the Master Plan. With so many players and families (over 500), a covered area from the rain and sun would be a welcomed addition to Maple Glen.*
- *We continue to make small improvements to our fields and facilities to keep them up to the standard held by all Township Parks.*

No representatives were present at the meeting for the following leagues:

- Windmill Farms (Horse Farm)
- Interlakes Girls Softball
- Lakes Athletics
- Motor City Mountain Bike Association

ITEM 2: TOWNSHIP BOARD REPORT

Mr. Berkheiser provided the following:

- Our last Township meeting was exciting.

- We had a lot of public hearings for the SAD's. All SAD's were in their 10-year renewal cycle.
 - Some folks came in to speak on them, with basic questions about the lighting and how snow plowing worked.
 - We had a lot of comments when we got to the lakes and weed control. Those seemed to go well.
 - We had a resolution for Chickory Lane, the road next to the Horse Farm. That had an SAD for maintenance and a new asphalt pad at the end of the street. That has been put on hold. We have another meeting tomorrow and that is on the agenda.
- Mark got some equipment approved for purchase. He's checking on some other things having to do with plowing, salting and trucks.
- We bought some benches to restock the memorial benches. We're down to one or two. The Board voted to get 10 because it takes a long time to get them.

Chairperson Petsch – Does that come out of our budget, or the General Fund?

Ms. England – It's reimbursed from the General Fund.

Mr. Berkheiser – Right, unless we choose to put a bench somewhere.

- Township Hall is getting new carpet.
- Multi-Lakes had a couple special licenses for their summer events, Rocking Under the Stars and other things they do there.

ITEM 3: PARKS AND RECREATION DEPARTMENT REPORT

Ms. England discussed the following:

- The majority of information is in my report in your packet, but I will give an update on the pickle ball courts.
- That went out to bid and bids were due on the 14th.
- That is to put eight pickle ball courts in at the Richardson Center, including a pavilion, sitting area, benches, et cetera.
- The bid came in at almost double what the estimate was, and we only received one bid.
- We are taking that to the Township Board tomorrow night to award the contract. Jason, Bob and I have been looking at line items to see where we can save. We have the possibility of taking landscaping out, and then bidding that out in the spring. As Bob said, we can purchase the benches cheaper and have our Maintenance Department install them, and even possibly the pavilion.

Chairperson Petsch – What was the major increase in cost?

Ms. England – I think a lot was added. When we originally presented it to the Board, it was just eight pickle ball courts, but then we added the pavilion, sitting area and benches. So it was a majority of the add-ons. I also think it's just the timing. Everybody is looking for employees. I think if we would have bid it in the spring, we possibly would have received a better price. But, I'm afraid if we hold off to bid it until next spring, it's going to be worse.

Chairperson Petsch – The basis of the pickle ball courts themselves has not gone out of line from our estimate?

Ms. England – No. Jason is looking at all of the unit pricing to see where the inflation truly is. It's the same company that's doing the work at Hickory Glen, as well as the parking lot at Wise Woods. I think a lot of that was the add-ons. They couldn't find the lead for the water to accommodate the water bottle fill station, so they just put a lump sum in there.

Mr. Berkheiser – There's also the swale in there to collect water, a retention pond. We were putting landscaping in there to the tune of \$40,000. We'll just put grass in there. It will be easier to clean and keep cut. That will cut a lot of cost there.

The pavilion was about \$140,000. She just got a bid on a pavilion of the same size for \$30,000, and an install price. We're looking at things like that. We're not going to get it down to \$500,000 or \$600,000, but right now, it's at about \$1.1 million. We think we can still knock off \$200,000.

Ms. England – Yes, and there are contingency fees in there too. I have received 55 emails in the last week from residents in support of the pickle ball courts. It's a growing thing for all ages. We will do our best to keep that budget down, but it did come in over.

Mr. Berkheiser – I think the thing to realize is that when we're looking at cutting things, we're not getting rid of them. We're putting the pavilion in ourselves for \$50,000. It will still be nice and that was a big concern. We think Richardson is certainly a showcase park.

Discussion continued regarding alternatives to save money, phasing, high demand but low supply issues for landscaping, and reevaluating fencing around the playground.

Ms. England – The update on the Byers house is that we did meet with two contractors on July 5th. One contractor has already gotten back to us with a bid to make the building structurally sound. He also provided a bid for repainting the exterior, as well as redoing the roof. I did send him our insurance rider indemnification and he has already returned it to me. We are waiting to see if the second contractor submits anything. This will go to the regular Township Board meeting in August to be evaluated by the Trustees, and hopefully be approved.

ITEM 4: PARK LIAISON REPORTS

Berkheiser – Wise Woods & Victory Park

- In the last month or so, driving down Wise Road, I've noticed there has been little parking on the asphalt side, one or two cars, but multiple cars are parking in the dirt on the south side for Victory. At some point, obviously we'll need to do something there.

Petsch – Bicentennial Park

- Nothing new to report.
- I was over there the other day and walked around. The park was being used which is great, and the grass has been cut.

Ms. England – The playground equipment was ordered. It won't be here until October.

Garbutt – Long Park & Snowy Ridge Park

- Long Park is looking pretty good.
- Mark and his guys have been working on things in there.
- 14 Mile Road is now open, except right at M-5.
- They planted the grass, but there's only a few green spots coming up. We haven't had enough rain yet.
- People are still using the gravel entrance.

Ms. England – We're going to leave that. We will pave that when we put the pathway in.

Mr. Berkheiser – So have we done anything on the pathway?

Ms. England – Everything is ready to go. We're waiting on the MDOT permit so we can send it out for bids.

Walker – Maple Glen & Windmill Farm

- I was there about a week and a half ago.
- It was really busy with a lot of kids there playing ball.
- There's definitely people parking everywhere still, but it looked good.
- They do a really good job keeping it clean.
- There's still people using the baseball diamonds as dog runs. They move the garbage cans over.

Ms. England – Unfortunately, until they get ticketed, I don't think that's going to change as we saw at Dodge today.

Waterworth – Hickory Glen Park

- I went by today.
- The parking lot is slowly progressing.
- The park is being used and it's busy.

Krueger – Dodge Park

Mr. Krueger had submitted a report via email. Ms. England shared the following:

- *I drove through Dodge today.*
- *From my perspective, things look really good.*
- *I was amazed at the number of people that were there.*
- *I saw a father with two kids on bikes park at the Library.*
- *Next time I will walk through the park.*
- *I would be happy to assist with staking of the Hawthorn in the entrance.*
- *Are the Library grounds part of Dodge Park?*
- *It was nice to see some people using the playground and sitting at the pavilion.*
- *A couple of things that could use some attention:*
 - *The dead spruce by the retention pond as you drive into the complex. Even just cutting it down would be an improvement.*
 - *The dead Gingko in front of the Library which happens to be the first one.*

- *There is a Box Elder growing through the middle of the Serviceberry at the east end of the building that is larger than the actual Serviceberry.*
- *The River Birch really need pruning, as well as the plants and the beds beneath them. Weeding would also be helpful.*
- *It would be nice for the Library to be looking great, especially since people will be voting there.*

Ms. England – I'll give this report to you, Mark.

Mr. Berkheiser – From our walk-through today, I would add, look at the roofs over the pavilions. Get some touch-up paint and maybe we can clean them up and make them last a few more years.

Chairperson Petsch, Mr. Schoder and Ms. England discussed the color of the roofs on the pavilions, and touch-up using a paint sprayer and epoxy paint. Preventative measures could extend the life for another 10-15 years.

Ms. Garbutt – On the Library side, there is a dead tree and the bark is now falling down onto the new sidewalk, and it's right at the wires.

Mr. Schoder – I know where it's at.

Schwartz – Byers and Mill Race

- No report in Ms. Schwartz's absence.

ITEM 5: VILLAGE OF WOLVERINE UPDATE

Ms. Waterworth discussed the following with the Committee:

- They're having their garage sale, August 4-6.
- Their fishing contest is Saturday, August 13th at 6:00am.
- The corn roast is being planned for September 10th, but the date and time are not yet confirmed.

Mr. Berkheiser – The fishing contest is open to the public if folks want to participate?

Ms. Waterworth – Yes, and I asked that too. For those who don't live on the lake, there is a boat launch behind the Village building and that's where they meet.

ITEM 6: MAINTENANCE DEPARTMENT REPORT

Mr. Schoder discussed the following with the Committee:

- We took care of a few of the things you wanted done at Long Park. That big tree is wedged at the top and the bottom. It's not going to go anywhere, but it will require a lift to get to it. I don't know if we're going to hire somebody, or rent a lift. I'd have to get a quote.
- At Scarlet's Smile Playground, two trash cans were stolen. I'm going to order five more. They're using it a lot.

Discussions took place regarding several stolen trash cans from the parks.

Mr. Schoder –

- At the sledding hill, when Oakland County did the tree and they got stuck and left big ruts. We have a large pile of dirt there that we will level out.
- The hot water tank was put in at Maple Glen.
- Debbie's two platforms are set and we're going to install the benches this week.
- The Airline Trails are all trimmed up. That was a big job.

ITEM 7: E-BIKES

Ms. Kennedy discussed the following with the Committee:

- At our last meeting, there were questions about e-bikes and what the policies were for the State and other parks in the area, to have it included in the Parks Policy.
- I've included the Michigan DNR policy. There's also the Metro Parks policy, and then a picture of the policy for e-bikes on the Michigan Airline Trail.
- Before I included a statement into our Parks Policy, I just wanted to see how you want it worded, or what you want to follow. Really, it looks like they're all the same. Class 1's are allowed.

Mr. Berkheiser – I've mainly been researching this for personal reasons. It's hard to find just a Class 1 bike. It's certainly there, but most of them have a throttle, which makes it at least a Class 2 bike. I don't know that we should pick on e-bikes per se. I think we ought to have a speed limit in general. I don't care if you're riding a normal bike. If you're out there walking and the bike riders are blowing by, they can do well over 20mph. I'm thinking we should have a speed limit in general.

Ms. Kennedy – That's how Kensington does theirs and their speed limit is 10mph on the trail. If you ride faster than that, then you are supposed to ride in the road.

Ms. England – I think we should have both, only because we already have issues with golf carts and everything else. If you stick to the nonmotorized rule, and then put the exception, and we put a speed limit with it, I think you've covered it.

Mr. Berkheiser – You've got a Class 3.

Ms. Kennedy – Class 1 requires you to pedal.

Mr. Berkheiser – Class 2 has a throttle up to 20mph, and Class 3 goes to 28mph.

Ms. Waterworth – Class 3, since it goes 28mph, you have to be 14 years of age or older.

Mr. Berkheiser – I don't have a problem with still having it nonmotorized, except e-bikes, and if you want to say Class 1, or allow e-bikes with a speed limit of 17mph, or some weird number that stands out.

Ms. Waterworth – This is just for paved pathways, and not mountain bike trails?

Mr. Berkheiser – I don't think so. It's more for our trails.

Ms. England – For the nonmotorized trails.

Ms. Waterworth – Mountain bikes are not motorized.

Chairperson Petsch – There are motorized mountain bikes.

Ms. Waterworth – But at least in Hickory Glen, it's nonmotorized vehicles, so anything with a motor cannot be on the dirt trails.

Ms. England – Right, this is only going to affect the paved trails. We call our pathways “nonmotorized pathways”. What does Oakland County do?

Ms. Kennedy – I didn't see anything specific for Oakland County.

Mr. Berkheiser – What was in the Metro Park?

Ms. Kennedy – Metro Parks is, *Class 1 and 2 e-bikes are allowed on paved hike/bike trails within the Metro Parks. Class 1 e-bikes are allowed on authority designated mountain bike trails within the Metro Parks. E-bikes must be clearly labeled with their appropriate classifications. They will be subject to the same speed limits as nonmotorized bicycles, and are not to exceed 10mph.*

Mr. Berkheiser – I'm looking at the Michigan Airline Trail policy, and that is a Commerce stop.

Ms. England – Looking at this, the Class 1 and Class 2 are the same, except for “*rider must pedal for motor to engage*”. Class 1 is yes, Class 2 is no.

Ms. Kennedy – Right, so Class 2 is strictly just a motor.

Discussion continued regarding e-bikes, use of the throttle, pedaling, levels of assistance with inclines, and maximum speeds.

Ms. Kennedy – My understanding is that with a Class 2, you don't even need to pedal.

Chairperson Petsch – It's a selection. You have options to assist pedaling, or you can switch to throttle and use it as a moped.

Ms. Waterworth – Who's to say that the person with the Class 2 won't use the throttle even when they're not supposed to? If you allow the Class 2, odds are ...

Mr. Berkheiser – It's not going to go any faster than a Class 1. I think 20mph is pretty fast. The Michigan Airline Trail doesn't have a set speed limit?

Ms. Kennedy – No, John said they don't have a posted speed limit.

Ms. England – They have their own policy; *Motorized vehicles prohibited except for mobility devices and Class 1 e-bikes.*

Mr. Walker initiated discussion regarding patrolling and enforcement of the speed limit. It has to be posted in order to be enforceable.

Ms. England – According to this, it says, *rider must pedal for motor to engage*. I think you stick with Class 1, and if you have one that crosses over, then you post a speed limit. They can abide by the rules because they can only do rider assist under a certain speed limit.

Discussions continued regarding classes of e-bikes, the speeds bikes travel at, and potential speed limits. The consensus was that 10mph is too slow.

Mr. Berkheiser – Ask the Sheriff what speed she would recommend. My initial thought was a weird number like 17mph.

Ms. England – This will actually have to be added into our ordinance in order for it to be enforceable.

Mr. Haney – Is there a posted speed limit in the parks for vehicles?

Ms. England – Yes, it's 5mph. We set it low to draw attention.

Mr. Schoder – We're missing two signs in Maple and Dodge.

Ms. England – Do you want this to come back next month? We have to redo our ordinance. It's not in the policy. We're adding it to the ordinance.

Mr. Berkheiser – You're not going to put it in the policy?

Ms. Kennedy – I will. I didn't put anything in this draft about e-bikes until after this discussion. This draft of the Park Policy is just removal of what we discussed last time.

Ms. England – I will bring the Parks Ordinance to you next month.

Chairperson Petsch – We need to know the Sheriff's recommendation.

Ms. England – We will bring the ordinance to you in in draft form, with that language in it. We can finalize that and take it to the Township Board. There are a few things that we need to change in the ordinance.

Ms. Waterworth – I just want to double check that I understand. The nonmotorized trails are our paved pathways, and the mountain bikes are totally different trails? So e-bikes will still be prohibited on the mountain bike trails?

Ms. England – Correct. This will only be for the nonmotorized pathways.

Ms. Waterworth – Perfect.

Mr. Berkheiser – I don't know how you can stop it there. They make mountain bikes that are motorized.

Ms. Waterworth – But they're not allowed on there right now.

Ms. England – It's enforceable.

Chairperson Petsch – That would be an enforceable thing because it is posted as nonmotorized on that trail. That could be a ticketed situation.

Ms. England – And we will make the language read as such, so that it's only the paved pathways.

ITEM 8: PARK POLICY

Ms. Kennedy – I have not added anything. I just took out the things that were requested to be removed last time. When we get the recommendations from the Sheriff regarding e-bikes, I can add that to the draft for next month. If there's nothing else to add, we can finalize it and take it to the Board with the ordinance.

Ms. England – Yes, we can do them together.

ITEM 9: OTHER MATTERS

Ms. England – I've been getting a lot of requests from outside organizations asking to set up fundraising booths at our concerts in the park. I don't think we should allow that. Obviously we need to put that in writing somewhere, so I will include that in the policy. I just wanted to know how you felt about it.

Mr. Berkheiser – What types of organizations? Right now, we do have the Boy Scouts fundraising.

Ms. England – But the Boy Scouts do community service. These other groups do not meet our definition of a community group.

Mr. Berkheiser – Okay. We don't allow it. You can't rent the Library and hold fundraising events.

Chairperson Petsch – Right, or Richardson Center.

Mr. Berkheiser – You can do community information, but you can't do fundraising or election related things.

Ms. England – Typically we only allow people to set up at the concerts if they're sponsors.

Mr. Berkheiser – We don't let people sell things in general. You can't take a food truck to Byers or Dodge without approval.

Ms. England – Okay, so I'm going to cross over our definition of community group into that policy.

Chairperson Petsch – You don't want to infringe on the vendors.

Ms. England – And they all have to come here to get approval. I'll follow the language of the Richardson Center.

Mr. Walker – Boy Scouts can continue to sell?

Ms. England – The Boy Scouts volunteer at all of our concerts. They follow the definition of our community groups. They serve the community as a whole, and not just the individual group, and they have to be within Commerce Township. The leagues also serve the community as a whole and keep our parks beautiful. If a group meets that definition, we will probably have to do a sign-up so we don't get flooded.

Chairperson Petsch – If there is a question on any type of request, they need to come in front of the Committee so we can make a decision as a board.

Ms. Kennedy – I will reach out to Milford also to get their policy. They have something in place through their parks for selling at concerts and events. They have a list of nonprofits in the area that want to fundraise, and they only allow so many at each concert. It's almost the same ones at every concert, and you have to wait until someone drops out before the next one on the list is allowed to enter.

Mr. Walker – I know we have about seven Scout troops in Commerce.

Mr. Berkheiser – We have the ones that show up, but they're not fundraising. They may be advertising their program and looking for enrollment.

Ms. England – They pickup the garbage, they help with parking and they handout our information.

Mr. Berkheiser – Do we have the bounce house set up with Oakland County?

Ms. Kennedy – We will have a bounce house at the last two concerts. They couldn't set up on the 15th due to rain. I'm trying to move that to a different event.

Ms. England – We're going to have a tie dye station at this one.

Ms. Kennedy – We ordered all supplies from Amazon to do it for \$50, versus the cost through the County of \$250.

The next Parks and Recreation Meeting will be held AT THE RICHARDSON CENTER on Monday, August 22, 2022, at 7:00PM immediately following the 6:00pm Park Tour at Richardson Park.

ITEM 10: ADJOURNMENT

MOTION by Berkheiser, supported by Walker, to adjourn the meeting at 7:50pm.

MOTION CARRIED UNANIMOUSLY

Barbara Garbutt, Secretary