

Charter Township of Orion

2525 Joslyn Road., Lake Orion MI 48360; (248) 391-0304; Fax: (248) 391-0332

Website: <http://www.oriontownship.org>

Orion Safety Path Advisory Committee - Regular Meeting

Tuesday, November 15, 2016 - 7:00 p.m.

Township Offices

MINUTES

1. Call to Order

7:01 p.m.

2. Roll Call

Brinkmann, Michael (Treasurer)	absent with notice
Cook, Tony	present
Cotter, B.C. (Alternate)	absent with notice
Flood, Michael (Non-Voting)	absent with notice
Katers, Jessica (OHM - Twp Engr)	present
Lee, Gerry (Vice Chair)	present
Reynolds, Taylor (Chair)	present
Richards, Jerry	absent with notice
Richards, Pamela (Secretary)	present
Steele, Donni (Board Representative)	present
Stout, Jeff (Operations Director)	present

3. Determination of a Quorum (min 4)

Determined

4. Approval of Minutes for October 11, 2016 Meeting

Motion by Lee – seconded by Reynolds: passed

5. Approval of Agenda for November 15, 2016 Meeting

Motion by Steele – seconded by Cook: passed

6. Public Comment on Non-Agenda Items – 3 Minute limit per person

An email was sent by Rob Cavanaugh to share information about possible federal grant programs focused on increasing safety. These programs might help the township construct pathways and safety crossings as well as links across the highway that divides the township.

Katers' (engineer) response was that

- we are currently using one of the programs for school route improvements
- some of the programs have been looked at and we do quality
- she is looking at the programs that we're not familiar with

In addition, the township is scheduled to install a flashing-light crossing on Clarkston Rd by Camp Agawam.

7. New Business

A. 2017 Meeting Date Resolution

Agreed to have January meeting on the 10th, and decide on 2017 meeting dates at the January meeting.

B. 2017 Officers

Motion by Steele re 2017 Officer positions to have Michael Brinkmann as Treasurer, Pamela Richards as Secretary, Gerald Lee as Chair, and Tony Cook as Vice-Chair – seconded by Cook: passed

8. Pending Business

A. Poly Ann Sign – Steele

PA sign is going through approvals – looking for variances on height and size.

B. Financial Update – Brinkmann

Update in [APPENDIX A](#)

Some changes from last month:

1. Contributions from developers were reduced by \$10,000.
 - a. Steele sought answer to this:

From: Tammy Girling <tgirling@oriontownship.org>

Subject: RE: OSPAC Fund Status + 2017 Officer Election Info

Date: November 16, 2016 at 8:34:07 AM EST

To: Donni Steele <donnisteele@yahoo.com>

Sometimes. In this case, the easement granted to RCOC by the owner stated that RCOC would be responsible for the cost of installing the path (part of the deal to give the easement) so the path is being put in and the responsible party became RCOC (representing the developer) based on the agreement between RCOC and the developer. So the path is being constructed by a 3rd party, based on an agreement, and it just happens to be RCOC that is the 3rd party. Very unusual situation on this one and the refund was approved by Chris.

If it had been a PUD and the path was part of the “benefit” of the PUD, no matter who put in the path the developer would have still been responsible for the money related to that “benefit” (money would have been put to safety path fund).

If a developer comes in and the path is already there they are not required to contribute to the path fund because it is an existing path.

As I said, this was a unique situation. Hard to explain in an email, please call me with any questions.

From: Donni Steele [<mailto:donnisteele@yahoo.com>]

Sent: Wednesday, November 16, 2016 7:42 AM

To: Tammy Girling

Subject: Fwd: OSPAC Fund Status + 2017 Officer Election Info

Tammy,
Could you please read below.

My Question is instead of them putting in the path because RCOC is, wouldn't they still put money in funds for "in lieu of path" for a contribution?
Thanks
Donni

Begin forwarded message:

From: Barbara Armstrong <barmstrong@oriontownship.org>
Subject: RE: OSPAC Fund Status + 2017 Officer Election Info
Date: November 16, 2016 at 7:16:32 AM EST
To: donni steele <donnisteele@yahoo.com>

Donni:
Baldwin Holdings was invoiced for their share of the safety path construction costs for Baldwin Road project #52021. The Planning Department received notification that the Road Commission was paying for the full cost of the safety path and Carly issued a refund check to Baldwin Holdings. I have put copies of these transactions in your mail slot here in the Clerk's office. If you still have questions, either Tammy or Carly could explain further.

2. Only minor changes to Unrestricted Fund Expenditures.
3. Eliminated \$58763.75 for Indianwood Phase III in Checkbook Unpaid Projects Pending since that project is on indefinite "Hold"
4. Added \$1.6M estimate for construction to Clarkston Phase I in Checkbook Unpaid Projects Pending.

C. Millage Renewal – Current Millage Expires December 2017

Members of the Committee will start figuring out what the expiring millage rates mean and process timelines.

It will likely be a renewal of current rates.

D. M-24 Overlay Improvements – Signs at ends of pathway for safety

Dead ends of pathways will be dealt with by the township when construction is finished.

E. Silverbell Road Pathway - Katers

Pulte is looking at spring for construction but the easement from Kelly Services is still needed.

F. Clarkston Rd - N. Side Thistle Valley to Pine Tree w/WM – MDNRTF Grant – Const 2016/17

Bids for project received. Sent bid tab for review to MDNR and will have it back this week. An award will be made on the 21st.

Superior excavating will be the contractor. Construction on the water main will start mid to late December.

G. Clarkston Rd - N. Side Poly Ann Trail to Thistle Valley - Poss MDNRTF Grant – Const 2018

Grant final score received: 290 points. The list of other competitors will be posted shortly, on MDNR's website.

H. Indianwood Ph III – N. Side Paint Creek to Jackson Oaks - Inactive Place Holder

OHM is looking into the possibility of getting an 8ft-wide path through the Safe Routes to School.

I. Indianwood Ph IV – S. Side Joslyn to Fernhurst – Inactive Place Holder

J. Joslyn Road Path N of Heights Road - Poss MDNRTF Grant – Const 2019

Township board said yes to the Committee's suggestion to apply for a grant for this section of pathway. The grant application is due April 1st.

K. Pathway Maintenance

i. Boardwalks

We need to move some funds into maintenance for the coming years.

ii. New summer HR practice

For last couple years the township has used part-time employees, who can only work for 29 hours per week. Now, the township will employ people as seasonal employees who can work 40 hours per week. As a result, we'll have dedicated people all winter.

Put on list: iii: Indian Lake Road spur and Kern Road spur

Need to look at these for pathway quality.

iv. M-24/Stratford at grade path after M-24 complete

M24 path boardwalk pulled out and a stoned path put back in. It will be paved this year if possible.

It will not be a bridge but a stoned path over a culvert.

This is an insurance claim so the township will not have to pay for it.

L. Safe Routes to School - Katers

Met with Fitzgerald (school superintendent) and Barnett (township supervisor) to assess project list and determine best projects.

Planning to go in front of the school board January 25th and then go forward with an application to the Safe Routes Program.

If all goes well, projects should be under construction by summer 2017.

9. Organization Reports

A. Planning Commission (OHM)

Nothing new.

B. Paint Creek / Polly Ann (Steele)

There are five new members on the board.

PA had a good write-up in the Oakland County blog.

We're in competition with Paint Creek for a grant.
Budgeted for resurfacing Paint Creek Trail for 2017, however, the work will likely be done in 2018.

10. Committee Comment

No comments.

11. Adjournment

Motion by Reynolds to adjourn – seconded by P. Richards: passed

Adjourned at 8:01 p.m.

Next Meeting: January 10, 2017 @ 7:00 pm @ Township Offices

In the spirit of compliance with the American with Disabilities Act, individuals with a disability should feel free to contact the Township at least seventy-two (72) hours in advance of the meeting if requesting accommodations.

APPENDIX A

SAFETY PATH FUND STATUS – 11/15/16 Revenue vs Expenditures (Preliminary 2016 YTD)

Millage Revenue	\$ 339,121.29
Host Fee Contribution	1,072,000.00
Contr From Developers (Baldwin Holding, Dutton, Corp)	68,000.00
ROW Permits	18,350.77
Interest	1,045.53
Sale of Fixed Asset	<u>14,664.57</u>
TOTAL REVENUE	<u>\$ 1,513,182.16</u>

Unrestricted Fund Expenditures:

Construction Projects Y	
Clarkston PhI Final Design	\$ 85,906.00
Clarkston PhIb MDNR Trust Fund	4,992.50
Clarkston PhII	3,074.00
Silverbell Easements	<u>7,173.75</u>
Grand Total Construction Projects	\$ 101,146.25
Enrg Fees – not Capitalized	7,497.50
Safety Path Mowing	5,759.70
Administrative Service Charge	27,206.25
Non-supv Salaries	14,575.00.
Soc Sec	1,115.04
Tax Tribunal	23.46
Dues & Misc.	583.30
Grounds Maintenance	(333.48)
Safety Path Repairs	1,200.01

Total Unrestricted Fund Expenditures **\$ 158,773.03**

Remaining Unrestricted Fund Balance **1,354,409.13**

SUMMARY

Prior Unrestricted Funds	\$ 818,807.12
Change in Unrestricted Fund Balance	1,354,409.13
Contribution to Restricted Fund/Ordinance	<u>(16,956.06)</u>
Current Unrestricted Fund Balance	\$2,156,260.19

SAFETY PATH "CHECKBOOK"
(AS OF 11/15/16)

Unrestricted Funds	\$2,156,260.19
Less Unpaid Projects Pending:	
Clarkston PhI (includes \$1.6M estimate for construction)	(1,604,074.00)
Clarkston Ph II	(11,808.54)
Silverbell Easements	(19,007.50)
MDNR Clarkston Ph Ib	<u>(7.50)</u>
 Unrestricted Funds Available	 \$501,362.65
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Restricted Funds	\$ 148,555.04
Less Unpaid Maintenance Pending	<u>0.00</u>
 Restricted Funds Available	 \$148,555.04