THE REGULAR MEETING OF THE POLLY ANN TRAILWAY MANAGEMENT COUNCIL WAS HELD WEDNESDAY, JANUARY 15, 2020; 3:00 P.M. AT THE OXFORD TOWNSHIP BOARD ROOM.

MEETING CALLED TO ORDER BY CHAIRMAN Curtis Wright at 3:00 p.m.

2. PLEDGE OF ALLEGIANCE:

2. INVOCATION: Donni Steele

3. ROLL CALL: (MEMBERS PRESENT)
   - Curtis Wright (Chair) OXT
   - Mike McDonald (Vice Chair) LV
   - Donni Steele (Treasurer) ORT
   - Allison Kemp (Secretary) OXV
   - Elgin Nichols OXT
   - Bruce Pearson AT
   - Erich Senft AT
   - Aaron Whatley ORT
   - Linda Moran (Trail Manager)

MEMBERS ABSENT:
   - Keven Greene (non-voting Citizen Rep) OXV (Excused)

OTHERS PRESENT IN THE AUDIENCE:
   - OCTV Connie Miller

4. APPROVAL OF AGENDA:
   Chairman Wright requested Item h. under New Business (Oxford Ladies Club Event Request) and Item i. (ITC Powerline Tree Trimming) event be added to agenda. Also, PATMC Officer Elections (under New Business) be moved prior to Consent Agenda. Treasurer Steele requested to add Item e. under Unfinished Business (Pathway Church Letter Update)

MOTION BY: McDonald SECOND BY: Pearson
   To approve the Jan 15 2020 Meeting Agenda with the above amendments.

ROLL CALL:
   AYES: Wright, McDonald, Steele, Kemp, Nichols, Pearson, Senft, Whatley.
   NAYS: (0)
   ABSENT: (0)
   MOTION CARRIED

5. PATMC OFFICER ELECTIONS (Moved up on the Agenda)

MOTION BY: McDonald SECOND BY: Senft
   To appoint Curtis Wright as Chairperson of the Polly Ann Trailway Management Council for 2020.

   AYES: (8) NAYS: (0) ABSENT: (0)
   MOTION CARRIED
MOTION BY: Pearson  SECOND BY: Senft
To appoint Mike McDonald as Vice-Chairperson of the Polly Ann Trail Management Council for 2020.
AYES: (8)  NAYES: (0)  ABSENT: (0)
MOTION CARRIED

MOTION BY: Nichols  SECOND BY: Senft
To appoint Allison Kemp as Secretary of the Polly Ann Trailway Management Council for 2020.
AYES: (8)  NAYES: (0)  ABSENT: (0)
MOTION CARRIED

MOTION BY: Pearson  SECOND BY: Senft
To appoint Donni Steele as Treasurer of the Polly Ann Trailway Management Council for 2020.
AYES: (8)  NAYES: (0)  ABSENT: (0)
MOTION CARRIED

6. CONSENT AGENDA:
MOTION BY: McDonald  SECOND BY: Nichols
To approve the Consent Agenda including:
A. Approval of November 20, 2019 Minutes.
B. Treasurers Report:
   1. Approval of bills to be paid = $12,610.87 (Nov. 2019 = $ 6,849.66) and (Dec. 2019 = $ 3,761.21)

ROLL CALL:
AYES: Pearson, Senft, Steele, Nichols, Wright, McDonald, Kemp, Whatley
NAYS: (0)
ABSENT: (0)
MOTION CARRIED

7. PUBLIC COMMENT:
NONE

8. CITIZEN REPRESENTATIVE REPORT:
Kevin Green (ABSENT) no report.
NO ACTION

9. TRAIL MANAGER REPORT:
   By: Trail Manager Linda Moran.
   Written Report issued January 15, 2020 (Received and Filed) for the months of Nov. 2019 & Dec. 2019.
   NO ADDITIONAL ACTION REQUIRED

10. NEW BUSINESS:

   b. 2020 MEETING SCHEDULE/LOCATION ADOPTION:
   MOTION BY: McDonald  SECOND BY: Senft
   To approve the Polly Ann Trailway Management Council 2020 Meeting Schedule as presented.
   AYES (8)  NAYES: (0)  ABSENT: (0)
   MOTION CARRIED
c. HANDICAP TRAIL PERMIT RENEWAL:
MOTION BY: Whatley        SECOND BY: Senft
To approve the renewal of the permit to allow Bruce Pearson’s son Cody, access to the Polly Ann Trail.

AYES: (8)   NAYS: (0)   ABSENT: (0)
MOTION CARRIED

d. IRON BELL GRANT FUNDS:
MOTION BY: Wright        SECOND BY: Nichols
To authorize Polly Ann Trailway Manager Linda Moran to use the remaining $1,637.50 Iron Belle Funds to make improvements to the Indianwood Crossing parking lot and the adjacent property at Indianwood Crossing.

ROLL CALL:
AYES: Pearson, Senft, Steele, Whatley, Nichols, Wright, McDonald, Kemp.
NAYS: (0)
ABSENT: (0)
MOTION CARRIED

c. POLLY ANN TRAIL MOWING CONTRACT:
MOTION BY: McDonald        SECOND BY: Pearson
To approve the third year option of the mowing contract approved in 2018 between the Polly Ann Trailway Management Council and Urban Habitat at the amount of $700.00 per mow.
Urban Habitat shall provide the Polly Ann Trailway Management Council a current Certificate of Insurance listing the Polly Ann Trailway Management Council as an additional insured.

ROLL CALL:
AYES: Pearson, Senft, Steele, Whatley, Nichols, Wright, McDonald, Kemp.
NAYS: (0)
ABSENT: (0)
MOTION CARRIED

f. SEMCOG WORKSHOP FOR TRAIL MANAGER:
MOTION BY: Nichols        SECOND BY: Steele
To approve Polly Ann Trailway Manager Linda Moran to attend the SEMCOG Workshop on Wednesday January 29, 2020. Any costs associated for attending the Workshop shall be expensed to Account 298-853-861.002 Contract Services.

ROLL CALL:
AYES: Pearson, Senft, Steele, Whatley, Nichols, Wright, McDonald, Kemp.
NAYS: (0)
ABSENT: (0)
MOTION CARRIED

g. TEMPORARY BOLLARD PLACEMENT DUE TO M-24 ROAD CONSTRUCTION:
MOTION BY: McDonald        SECOND BY: Senft
To authorize Polly Ann Trail Manager Linda Moran to contact MDOT to ask for placement of temporary Bollard signs to be placed at the intersection of the Polly Ann Trail and Gaspie Street.

AYES: (8)   NAYS: (0)   ABSENT: (0)
MOTION CARRIED
h. **OXFORD LADIES CLUB EVENT REQUEST (Added to the Agenda)**
   
   **MOTION BY:** Kemp  
   **SECOND BY:** Nichols  
   
   that the Polly Ann Trailway Management Council approve the Oxford Ladies Club Event Request for a 5K walk on June 13, 2020 and to provide $300.00 for the event. The $300.00 amount is to be expensed to account 298-853-962.014 PATMC Sponsored Events. Trail Manager Linda Moran is to coordinate the event with the Oxford Ladies Club and confirm receipt of all required documentation for the event.

   **ROLL CALL:**
   
   **AYES:** Pearson, Senft, Steele, Whatley, Nichols, Wright, McDonald, Kemp  
   **NAYS:** (0)  
   **ABSENT:** (0)  
   **MOTION CARRIED**

i. **ITC POWERLINE TREE TRIMMING: (Added to the Agenda)**
   
   Polly Ana Trail Manager Linda Moran presented an overview of a plan to cut brush and trim trees for about four miles of Orion and Oxford Trail.

   **NO ACTION REQUIRED**

11. **UNFINISHED BUSINESS:**

   a. **POLLY ANN TRAIL MUNICIPAL FUNDING FORMULA REVIEW**
      
      **MOTION BY:** Steele  
      **SECOND BY:** Nichols  
      
      To increase the Polly Ann Trail funding due to reflect the Polly Ann Trail Funding Formula scenarios for 2020 of a proposed $50,000.00.

      **ROLL CALL:**
      
      **AYES:** Steele, Whatley, Nichols  
      **NAYS:** Pearson, Senft, Wright, McDonald, Kemp  
      **ABSENT:** (0)  
      **MOTION FAILED**

      **MOTION BY:** Steele  
      **SECOND BY:** McDonald  
      
      To increase the Polly Ann Trail Funding Formula scenarios as follows:
      
      - $41,000 for 2020
      - $45,000 for 2021
      - $50,000 for 2022

      **ROLL CALL:**
      
      **AYES:** Pearson, Senft, Steele, Whatley, Nichols, Wright, McDonald, Kemp.  
      **NAYS:** (0)  
      **ABSENT:** (0)  
      **MOTION CARRIED**

b. **MASTER PLAN UPDATE:**
   
   Trail Manager Linda Moran provided an update on the status and target date to present the Master Plan to Council for a preliminary review. Linda will attempt to provide copies for the February 19, 2020 meeting.

   **ACTION:** (NONE)

c. **PATMC INTER-LOCAL AGREEMENT REVIEW:**
   
   **MOTION BY:** Steele  
   **SECOND BY:** Nichols  
   
   To approve the Interlocal Agreement as presented with an amendment (to Section 3A1) to add
that Council will be composed of two (2) persons from each Member Unit Township and one (1) person from each Member Unit Village.

ROLL CALL:
AYES: Pearson, Senft, Steele, Whatley, Nichols, Wright, McDonald, Kemp
NAYS: (0)
ABSENT: (0)
MOTION CARRIED

d. PATMC BYLAWS REVIEW:
MOTION BY: Steele  SECOND BY: McDonald
to accept the Bylaws as presented with the clarification of the blank (date) in Article 3 when it refers to the Agreement that it is the Interlocal Agreement
MOTION BY: McDonald  SECOND BY: Senft
To charge amendment Article 3 Section A per. recommendation

ROLL CALL:
AYES: Pearson, Senft, Steele, Whatley, Nichols, Wright, McDonald, Kemp
NAYS: (0)
ABSENT: (0)
MOTION CARRIED

e. PATHWAY CHURCH LETTER UPDATE
Chairman Wright will provide a letter to Council at the February 19, 2020 to consider presenting to Pathway Church to use their parking lot.

NO ACTION REQUIRED

12. PUBLIC COMMENT

None

13. COUNCIL MEMBER COMMENTS
Donni Steele, Mike McDonald, Bruce Pearson

14. ADJOURNMENT:
MOTION BY: Pearson  SECOND BY: Whatley
To adjourn at 4:37 p.m.

AYES: (8)  NAYS:(0)  ABSENT (0)
MOTION CARRIED

NEXT REGULAR MEETING: February 19, 2020 - 3P M at Addison Township Offices.

CHAIRMAN: Curtis Wright
SECRETARY: Allison Kemp