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THE REGULAR MEETING OF THE POLLY ANN TRAIL MANAGEMENT COUNCIL WAS HELD WEDNESDAY, MAR. 20, 2019 AT THE ORION TOWNSHIP OFFICES

MEETING CALLED TO ORDER BY CHAIRMAN Curtis Wright AT 3:00 PM.

1. **RESPECT TO THE FLAG:**

2. **PRAYER:** Donni Steele

3. **ROLL CALL: (MEMBERS PRESENT)**

Curtis Wright	(Chair)	OXT
Mike McDonald	(Vice Chair)	LV
Elgin Nichols	(Secretary)	OXT
Donni Steele	(Treasurer)	ORT
Aaron Whatley		ORT
Erich Senft		AT (arrived at 3:15 PM.)

Kevin Greene (Citizen rep.)
Linda Moran (Trail Manager)

MEMBERS ABSENT:

Bruce Pearson AT (excused)
Joe Frost OXV

Alex Kennedy (LV-ALT)
Maureen Helmuth (OXV-ALT)

OTHERS PRESENT IN THE AUDIENCE:

David Bailey OXV

4. **APPROVAL OF AGENDA: MOTION BY:** Nichols **SECOND BY:** McDonald

To approve the agenda for Mar. 20, 2019 with amendments to be added as follows:
Proposal by Trail Manager Linda Moran to add Under "New Business" (item 9b)
"Lawn Waste", and add "Web Update" to "Unfinished Business" (item 10c).

Ayes; (6) Nays (0) Absent (2)

MOTION CARRIED

5. **CONSENT AGENDA: MOTION BY:** Steele **SECOND BY:** McDonald

To accept Consent Agenda including:

A. Approval of Mar, 2019 Minutes.

B. Treasurers Report

1. Approval of bills to be paid = \$ 3,562.10

2. Receive and file Financial Report for February 2019.

ROLL CALL VOTE:

Ayes: Wright, McDonald, Nichols, Whatley, Senft, Steele

Nays: (0) Absent (2)

MOTION CARRIED

6. **PUBLIC COMMENTS (NON-AGENDA RELATED):**
(NONE) **NO ACTION REQUIRED**
7. **CITIZEN REPRESENTATIVE REPORT:**
Kevin Green stated he had no report.
NO ACTION REQUIRED
8. **TRAIL MANAGER REPORT (VERBAL SUMMARY):** February 2019

By :Trail Manager Linda Moran.
Note* See attached written report received and filed within Consent Agenda item # 5
Motion By: McDonald Second by: Nichols
To Receive and File Trail Managers report.
AYES: (6) NAYS: (0) ABSENT: (2)
MOTION CARRIED
9. **NEW BUSINESS:**
A. 2019-2020 MMRMA Insurance Policy Renewal:
Motion by: McDonald Second by: Nichols
To approve the insurance coverage proposal from the Michigan Municipal Risk Management Authority in the amount of \$2,894.00 for the period of February 25, 2019 to February 25, 2020.
The \$2,894.00 amount to be expensed to account 298-853-910.001 Insurance Polly Ann Trail, and Chairman Curtis Wright is authorized to sign the Proposal on behalf of the Polly Ann Trailway Management Council.

ROLL CALL:
AYES: Senft, Steele, Whatley, Nichols, Wright, McDonald
NAYS: (0) ABSENT: (2)
MOTION CARRIED
- B. Lawn Waste:**
Motion :by: McDonald SECOND BY: Senft
To have Trail Manager Linda Moran and Chairman Wright to compose and send a warning letter addressing violations by residents who are disposing of trash and waste on Polly Ann Trail property.
AYES (6) NAYS: (0) ABSENT (2)
MOTION CARRIED
10. **UNFINISHED BUSINESS;**
A. PATMC INTERLOCAL AGREEMENT REVIEW:
Members of the PATMC reviewed and addressed multiple changes to be made to the PATMC Interlocal Agreement.
ACTION: Chairman Wright to make changes to the Interlocal agreement and return with provisions in time for possible final approval at the April 17th meeting.
- B. PATMC BYLAWS REVIEW:**
Members of the PATMC reviewed and addressed multiple changes to be made to the document with revisions to be made by Chairman Wright and returned for the April 17th meeting for possible final approval.

C. WEB UPDATE:

Review of the lack of progress, development and implementation of the new "Polly Ann Trail-Way" Web Site. Discussion by PAMTC resulted in the following motion:

MOTION BY: Steele

SECOND BY: Senft

To Allow Trail Manager Linda Moran to search for a new Web Master-developer and make recommendation to the PATMC.

ROLL CALL:

AYES: Senft, Steele, Whatley, Nichols, Wright, McDonald

NAYS: (0) ABSENT (2)

MOTION CARRIED

MOTION BY: Senft

SECOND BY: Nichols

To have Trail Manager Linda Moran ask the current Web Master for passwords, backup files, Server information, Domain information and history files to be delivered to Trail Manager Moran within 7 days (beginning Mar. 20 2019).

All materials to be transferred via USB or Disk depending on file size and space requirements determining the device of transfer. PATMC to expense up to \$100.00 for data transfer media device.

ROLL CALL:

AYES: Senft, Steele, Whatley, Nichols, Wright, McDonald

NAYS: (0) ABSENT (2)

MOTION CARRIED

11. PUBLIC COMMENT:

Linda Moran commented that the future Web Site should have multiple people with knowledge to oversee activity and development. (backup)

12. BOARD MEMBER COMMENTS:

FOLLOWING COUNCIL MEMBERS HAD COMMENTS:

Nichols, Senft, Wright, McDonald

13. MOTION TO ADJOURN:

MOTION BY: Nichols **SECOND BY:** Steele
TO: ADJOURN AT 4:22 PM

AYES: (6) **NAYS:** (0) **ABSENT** (2)
MOTION CARRIED

NEXT REGULAR MEETING: April 17, 2019 - 3P M at the Village of Oxford offices.

CHAIRMAN: _____
Curtis Wright

SECRETARY: Elgin Nichols _____
Elgin Nichols