

CITY OF ORCHARD LAKE VILLAGE

MINUTES OF THE TRI-ANNUAL SANCTUARY BOARD MEETING

August 7, 2017

Chairman Hoffman called the Tri-Annual Meeting of the City of Orchard Lake Village Nature Sanctuary Advisory Board to order at 6:37 p.m. on August 7, 2017 at the Orchard Lake City Hall.

ROLL CALL

PRESENT: Chairman Hoffman, Board Members Cooper, Dusek, Fink, Itin & Nelson

ABSENT: Board Member Graham, Smiley & City Clerk McClellan

GUEST: Council Member Wade & Mike Lee

APRIL 3, 2017 MEETING MINUTES

A MOTION WAS OFFERED BY BOARD MEMBER NELSON TO APPROVE THE APRIL 3, 2017 TRI-ANNUAL MEETING MINUTES OF THE ORCHARD LAKE NATURE SANCTUARY BOARD AS WRITTEN. BOARD MEMBER ITIN SECONDED THE MOTION

MOTION CARRIED 5-0

BOARD MEMBERSHIP

Chairman Hoffman reported that Board Member Nelson will be retiring from the Orchard Lake DPW in November 2017 and asked Board Member Nelson if he wishes to remain on the Sanctuary Board after retirement. Board Member Nelson replied that he plans on continuing attending the board meetings. Chairman Hoffman commented that it has always been convenient to have a member of the DPW attend the Sanctuary meetings and would like for that to continue with Greg Nelson's replacement in the DPW, Mike Lee (Mike Lee was in attendance).

Council Member Wade asked if Mike Lee could state his background for the Board. Mike replied that he comes from West Bloomfield Parks and Recreation and he worked there for 14 years. Some of his work activities included snow removal, tree maintenance, tree plantings, building walls, lawn maintenance and applying pesticides. Board Member Itin asked if he had worked in the West Bloomfield Nature Sanctuary and he replied that he did just about everything there.

Chairman Hoffman stated that he will be a great addition to the Board.

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WILDLIFE AND VEGETATION MANAGEMENT

2017 Garlic Mustard Pull

Board Member Nelson reported that the City was able to use WHAM twice in the Sanctuary to pull garlic mustard. Board Member Nelson replied they collected a total of 40 bags.

Board Member Fink stated that the garlic mustard is very hard to keep under control. Board Member Nelson added that he has heard some good things about the spraying that can be done and stated that Plant Wise will be spraying a section of the garlic mustard when they come out this year, and we need to monitor its effectiveness.

Plant Wise – Communication Changes

Board Member Dusek stated that he strongly feels that this year's agreement with Plant Wise is unacceptable, and would like to see Plant Wise include in their next proposal that they acknowledge there is to be no spraying within 100 feet of the ponds and wet lands.

It was agreed that all future Plant Wise proposals include: "Plant Wise acknowledges that the use of compounds that contain Glyphosate Herbicides are not to be used in the Sanctuary within 100 feet of the Marsh Pond, Vernal Pond and other Ponds in the Nature Sanctuary unless authorized by the Sanctuary Board and City in writing" (Note – this requirement/restriction was developed and approved at the April 2013 OLNS quarterly meeting).

Chairman Hoffman added that a ground level marker has been installed along Board Member Dusek's property to mark the edges of the Sanctuary (with a buffer zone) and pictures of the marker has been provided to Plant Wise as additional property line control for Board Member Dusek.

Plant Wise – Activities/Actions/Status

Chairman Hoffman asked Board Member Nelson if Plant Wise has been out in the Sanctuary. Board Member Nelson replied that they were out there a couple of weeks ago, but did not talk with them. Board Member Cooper asked if David Mindell comes out himself or if he has other people come out and work. Board Member Nelson replied that it varies. Council Member Wade added that the employees of Plant Wise need to be introduced to Mike Lee so that they know who our new contact person will be for the Board. Chairman Hoffman also suggested that anytime that Plant Wise was going to be out in the Sanctuary we should ask them to contact City Hall and they can let the Board know, in case anybody on the board would like to meet them out there.

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SIGNAGE – Parking Lot Rule Sign

As discussed at the last meeting the current rules sign (the one that has the “not-allowed” activities graphically represented) has faded and needs to be refurbished. Board Member Cooper stated that the original sign was put out there to list the activities that were not allowed in a clock like style on one sign rather than having signs all over the Sanctuary. The group agreed that although the sign’s visual approach was novel the sign is not very effective. Board Member Nelson stated that he was looking at coming up with a blank sign design to place over the old sign, but the Board will need to decide what the replacement sign would display. “Please Treat Our Nature Sanctuary with Respect” was an example recommendation from Chairman Hoffman as to what could be put on the existing rock supported sign and specific rules could be posted at the trail entrance.

It was decided to further discuss this at the next Sanctuary Board Meeting.

Additional discussion ensued about the rule of no dogs in the Nature Sanctuary, as guests are often on site with their dogs. Chairman Hoffman commented that he would speak with the Police Chief regarding enforcement strategies.

TRAIL MANAGEMENT

The Upper Straits lake overlook stabilization plantings project was reviewed. It was noted that the concerned hillside/bank seems to be stable except where there have been foot paths worn into the hillside. One approach discussed to discourage these paths was to install a fence across the path with a sign explaining that fencing was installed to help vegetation grow to insure the bank stays stable.

Board Member Nelson did look into the cost of fencing off an area and it was around \$2,000. That was for a very large area so it could be scaled down for a lesser amount. It was suggested that Board Member Nelson request additional quotes for a smaller fenced area for the next Board Meeting. Chairman Hoffman also suggested to have large fallen tree branches also laid across these unwanted paths.

DPW ACTIVITIES/ACTIONS

Pavilion Roof: Board Member Nelson stated that Wham had added wood chips to some of the trails. He also received quotes for a new metal roof on the pavilion. The metal roof was considered as it would last the longest, but it was noted that some of the City Council Members feel that an asphalt roof replacement would be more fiscally responsible. The quotes for a metal roof were around \$20,000. Board Member Nelson replied that he believes an asphalt roof would be half the price, but only last about 15 years due to no sunlight and damp conditions. It was suggested to request additional non-metal quotes.

Board Member Cooper asked about preserving the cedar shack roof that is currently there and Board Member Nelson replied that it was looked at, but he was told that it was already too far gone to repair.

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Mural: Board Member Nelson noted that three of the small mural tiles have cracked. Board Member Nelson said that he would contact the tile company for recommend actions.

HOLIDAY CLOSING

Chairman Hoffman stated that he went by the Sanctuary over the last holiday weekend and noted that there were cars locked inside the parking lot during the closed hours. He spoke with members of the police department who commented that it is hard to get the people to leave at noon, because the Sanctuary is opened in the morning and then when they close it at noon there are sometimes cars still parked in there. Chairman Hoffman replied that the Ordinance says that it will close at noon so that is what's needed to be enforced. The sign was stolen this last year stating that the sanctuary would be closed at noon has been replaced with a better sign.

ST. FRANCIS FOUNDATION – THANK YOU LETTER

Chairman Hoffman stated that he helped draft a City letter thanking the St. Francis Foundation for all their years of contributions toward the Sanctuary. He also stated that the City understands that the City's Sanctuary yearly budget for improvements will increase as there will no longer be contributions from the St. Francis Foundation.

TOURS – SPRING RESULTS & FALL PLANS

Board Member Fink commented that she did not have a date planned for the Fall Tour, but would let the City know as soon as a date was determined. She would like to continue the tours, she always has a good turn-out, and the guests love the trees saplings that are passed out. She commented that the Historical Society pays for the treats that are passed out at the tours.

BOARD MEMBER NELSON MOTIONED TO APPROVE \$60.00 FOR TREATS FOR THE FALL NATURE SANCTUARY TOUR. BOARD MEMBER DUSEK SECONDED THE MOTION.

MOTION CARRIED 5-0

BOARD MEMBER COOPER MOTIONED TO APPROVE \$100.00 FOR THE PURCHASE OF SAPLING TREES FOR THE FALL SANCTUARY TOUR. BOARD MEMBER FINK SECONDED THE MOTION.

MOTION CARRIED 5-0

LEO LARKIN PRESENTATION – AUGUST 21 CITY COUNCIL

Chairman Hoffman stated that they recently received communication from Missy Larkin, Leo Larkin's daughter, suggesting that the Board consider her dad to be recognized for his efforts in acquiring the Nature Sanctuary property. Chairman Hoffman noted there will be a presentation at the beginning of the August 21, 2017 Regular City Council Meeting for Leo Larkin. A plaque has been prepared to present to him at that meeting.

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FINANCIAL REPORT – REVIEW

Chairman Hoffman reviewed the financial report for the period of March 16, 2017 through June 30, 2017. He reported that \$13,863.38 of the \$16,500 budget was spent (under budget by \$2,636.62). This financial statement also showed the \$3,413.59 contribution (the last contribution from the St. Francis Foundation) was used for invasive plant control done by Plant Wise last season.

A MOTION WAS OFFERED BY BOARD MEMBER NELSON TO APPROVE THE FINANCIAL REPORT AS SUBMITTED. MOTION SECONDED BY BOARD MEMBER ITIN.

MOTION CARRIED 5-0

MEETING SCHEDULE

Chairman Hoffman stated that the next Sanctuary Board Meeting is scheduled for Monday, December 4, 2017 at 6:30 p.m. The first meeting in 2018 was moved to Monday March 26, 2018 to accommodate Board Member Graham's schedule.

ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, IT WAS MOVED BY BOARD MEMBER NELSON AND SECONDED BY BOARD MEMBER DUSEK TO ADJOURN THE MEETING AT 8:00 P.M.

MOTION CARRIED 5-0



Mark Hoffman
Chairman



Rhonda McClellan
City Clerk

**CITY OF ORCHARD LAKE VILLAGE
SANCTUARY EXPENSES REPORT
March 16, 2017 - June 30, 2017**

City Budget Detail			
	Budget	(O)/U YTD	
			DPW Wages <u>7,500.00</u>
Sanctuary Wages	7,500.00	7,500.00	-
Sanctuary Purchases	2,500.00	893.38	1,606.62
Sanctuary Purchase Services	<u>6,500.00</u>	<u>5,470.00</u>	<u>1,030.00</u>
	<u>16,500.00</u>	<u>13,863.38</u>	<u>2,636.62</u>
			Purchases:
			Business Card - Dock Parts 53.00
			Hunt Sign Company -Authorized Vehicles Only 28.00
			Petty Cash - Sapling Trees for Tour 60.00
			Home Depot - Padlock 33.22
			Home Depot - Rebar & 4X4's 313.09
			Home Depot - Mason Twine 5.21
			Hunt Sign Company - Deer Grazing Protection 90.00
			Hunt Sign Company - Holiday Closed Sign 90.00
			D & B Plants - Trees for Tour 102.00
			Home Depot -Putty, Paint, Caulk & Joint Knife 119.06
			<u>893.58</u>
			Purchased Services:
			John's Sanitation Services Inc. 910.00
			Carol Fink - Nature Tour 60.00
			Plant Wise - Invasive Plant Control 1,086.41
			<u>2,056.41</u>
St. Francis Fund			
			DPW Wages -
			Purchases:
2016/17 Contribution	3,413.59		Business Card - Dock Parts -
2016/17 Spending	3,413.59		Hunt Sign Company -Authorized Vehicles Only -
Fund Balance	-		Petty Cash - Sapling Trees for Tour -
			Home Depot - Padlock -
			<u>-</u>
			Purchased Services:
Approved Projects:			John's Sanitation Services Inc. -
Eradication of Invasives	4,500.00		Carol Fink - Nature Tour -
			Plant Wise - Invasive Plant Control 3,413.59
			<u>3,413.59</u>