

**CITY OF ORCHARD LAKE VILLAGE**

**MINUTES OF THE TRI-ANNUAL SANCTUARY BOARD MEETING**

**December 4, 2017**

Chairman Hoffman called the Tri-Annual Meeting of the City of Orchard Lake Village Nature Sanctuary Advisory Board to order at 6:46 p.m. on December 4, 2017 at the Orchard Lake City Hall.

**ROLL CALL**

**PRESENT:** Chairman Hoffman, Board Members Cooper, Fink, Itin, Smiley & City Clerk McClellan. Board Member Dusek arrived at 7:28.

**ABSENT:** Board Members Graham, Lee & Nelson

**GUEST:** David Salisbury

**AUGUST 7, 2017 MEETING MINUTES**

Board Member Cooper had a revision to page 5 of the August 7, 2017 Sanctuary Board Meeting Minutes. Second sentence under Financial Report – Review, the \$165,500 budget should be changed to the \$16,500 budget. Also on the same page under Meeting Schedule, the second sentence should be March 26<sup>th</sup> not the 28<sup>th</sup>.

**A MOTION WAS OFFERED BY BOARD MEMBER ITIN TO ACCEPT THE AUGUST 7, 2017 TRI-ANNUAL MEETING MINUTES OF THE ORCHARD LAKE NATURE SANCTUARY BOARD AS REVISED. BOARD MEMBER COOPER SECONDED THE MOTION**

**MOTION CARRIED 5-0**

**BOARD MEMBERSHIP**

Chairman Hoffman commented that Board Member Smiley has made mention of maybe stepping down from the Sanctuary Board after being on the Board for 25 years and with that in mind the Board was looking for someone who might replace his seat.

Chairman Hoffman introduced David Salisbury, a guest at tonight's meeting. David stated that he has been a resident of the City of Orchard Lake since 1981. He has built 3 separate homes in the City and is now retired and would like to contribute his time to the Sanctuary Advisory Board. The Board Members welcomed him.

Chairman Hoffman also mentioned that Mike Lee, the new DPW employee will be the new City Representative, replacing the responsibilities that Greg Nelson used to do. However, Greg Nelson will continue to be on the Sanctuary Advisory Board as an interested citizen.

## **WILDLIFE AND VEGETATION MANAGEMENT**

The Board received the 2017 invasive plant control invoice from Plant Wise. On the invoice there is the following note - "Please note that no restoration work was done, and therefore no herbicide was used, in the marsh and wetland portions, nor within 50' of property lines within the Sanctuary". Also included was a detailed list of the activities completed and a detailed map. A request will be sent to Plant Wise for a new list of projects for the upcoming year, which will be reviewed in a future meeting.

There was a question at the last meeting regarding the green material on top of the vernal pond. Board Member Graham stated that it was duck weed, and she noted that it is a sign of a healthy pond to have that growth there.

## **SIGNAGE**

Chairman Hoffman stated that the homework assignment from the last meeting was to come up with verbiage to replace the rules sign. The sign needs to be replaced and it was thought to place a disk over the existing sign. Board Member Cooper suggested "take only pictures, leave only foot prints" as verbiage for the new sign. He also asked whether there was anything said about certain signs being placed in the Sanctuary at the time of the original purchase. Chairman Hoffman replied that he did not think so, but would look into it.

Other recommendations were "Treat the Sanctuary with respect", "Respect our Sanctuary" and "Respect Nature".

Chairman Hoffman commented that the Board should continue thinking of recommendations as in the spring, we should pick the new verbiage.

## **TRAIL MANAGEMENT**

Chairman Hoffman recapped the erosion problem on the Upper Straits overlook trail along the paths to the lake caused by people going to the beach/boats. The question is what do they do about it?

Board Member Dusek joined the meeting at 7:28.

Chairman Hoffman suggested putting up a wire fence half way up the hill along the trails to keep people from making paths from the overlook trail to Upper Straits lake. He suggested the fence be like the "farm wire" fence along Old Orchard Trail. Board Member Itin commented that this type of fence blends in with the surrounding area and you can hardly tell that it is even there. Chairman Hoffman commented that the shore would still be open near the fishing dock. Putting the fence in would allow the natural vegetation to be re-established on the hill. Chairman Hoffman will work with Mike Lee to develop suggestions for review at the next meeting.

## **DPW ACTIVITIES/ACTIONS**

Board Member Itin mentioned the big pot holes in the parking lot entrance to the Sanctuary and asked if that was a County or City responsibility to fix. Chairman Hoffman replied that he had discussed this with Mike Lee of the DPW and he thought that the City would probably be repairing the entrance.

Chairman Hoffman then made mention of the pavilion roof stating that it is in bad shape and it is leaking. He had originally thought that the roof could be replaced with a steel roof, but after further

review of the City's road paving and retiree obligations that he is now thinking that an asphalt roof might be a more fiscally responsible approach. David Salisbury offered to investigate alternate roofing materials including costs and bring the results to the next Sanctuary Board Meeting.

Board Member Cooper asked if the board was aware of the dog that was caught in a snare trap on the Sanctuary property somewhere along Upper Straits Lake shore last summer? Board Member Cooper learned about the issue at a recent USCLA meeting, and relayed the concern to the City. Chairman Hoffman offered to follow up on the situation and review his findings at the next meeting.

### **TOURS**

Board Member Fink commented that the weather during the fall tour was not great and there were only 6 or 7 people there, but they had a good time. Chairman Hoffman asked if Board Member Fink was still interested in a Spring Tour and she replied affirmatively.

### **FINANCIAL REPORT**

Board Member Dusek asked the question if we had to choose between invasive plant control or a new roof on the pavilion, which would we choose? Chairman Hoffman replied that the roof needs to be done and what was left over could be used for invasive plant control.

Chairman Hoffman pointed out that the financial report no longer shows the St. Francis Foundation contribution since we have received their final contribution. The new report is pretty straight forward. The remaining budget amount is \$12,244.27 for this fiscal year.

### **MEETING SCHEDULE**

The next meeting was moved to March 26<sup>th</sup> at the request of Board Member Graham. Board Member Smiley suggested holding the next meeting at the Sanctuary if the weather is good.

Chairman Hoffman also mentioned that sometime in the future the Board could consider having just two meetings a year, as most of the work in the Sanctuary is mostly maintenance.

### **ADJOURNMENT**

**THERE BEING NO FURTHER BUSINESS, IT WAS MOVED BY BOARD MEMBER COOPER AND SECONDED BY BOARD MEMBER ITIN TO ADJOURN THE MEETING AT 8:10 P.M.**

**MOTION CARRIED 6-0**

  
Mark Hoffman, Chairman

  
Rhonda McClellan, City Clerk

**CITY OF ORCHARD LAKE VILLAGE  
SANCTUARY EXPENSES REPORT  
July 1, 2017 - November 29, 2017**

<b>City Budget Detail</b>			
	<u>Budget</u>	<u>Expensed</u>	<u>Remaining</u>
Sanctuary Wages	9,400.00	1,828.44	7,571.56
Sanctuary Purchases	3,000.00	379.29	2,620.71
Sanctuary Purchase Services	<u>7,000.00</u>	<u>4,948.00</u>	<u>2,052.00</u>
	<b><u>19,400.00</u></b>	<b><u>7,155.73</u></b>	<b><u>12,244.27</u></b>
			<b><u>1,828.44</u></b>
			<b><u>Purchases:</u></b>
			Business Card - Dock Parts 279.29
			D & B Plants - Trees for Tour 100.00
			<b><u>379.29</u></b>
			<b><u>Purchased Services:</u></b>
			John's Sanitation Services Inc. & Repairs 448.00
			Plant Wise - Invasive Plant Control 4,500.00
			<b><u>4,948.00</u></b>