

**CITY OF ORCHARD LAKE VILLAGE**

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

**March 26, 2018**

Chairman Hoffman called the Tri-Annual Meeting of the City of Orchard Lake Village Nature Sanctuary Advisory Board to order at 6:40 p.m. on March 26, 2018 at the Orchard Lake City Hall.

**ROLL CALL**

**PRESENT:** Chairman Hoffman, Board Members Fink, Graham, Salisbury, Lee, Smiley & City Clerk McClellan

**ABSENT:** Board Member Cooper, Dusek, Itin & Nelson

**GUEST:** Roger Gardner (DPW)

Chairman Hoffman presented a plaque to Board Member Smiley recognizing his 25 years of volunteer service on the Orchard Lake Nature Sanctuary Advisory Board.

**DECEMBER 4, 2017 MEETING MINUTES**

**A MOTION WAS OFFERED BY BOARD MEMBER GRAHAM TO APPROVED THE DECEMBER 4, 2017 TRI-ANNUAL MEETING MINUTES OF THE ORCHARD LAKE NATURE SANCTUARY ADVISORY BOARD AS WRITTEN. BOARD MEMBER SMILEY SECONDED THE MOTION**

**MOTION CARREID 6-0**

**BOARD CHANGES**

Chairman Hoffman introduced Roger Gardner of the DPW to the other Board Members. He will be the newest addition to the Nature Sanctuary Board. It was noted that Roger would be the one filling the responsibilities that Greg Nelson used to perform in the Sanctuary. The other Board Members welcomed Roger to the Board.

**WILDLIFE AND VEGETATION MANAGEMENT**

**Garlic Mustard**

Chairman Hoffman commented that WHAM has been scheduled with the City this year and will be used to pull garlic mustard in the Sanctuary. It was noted by Board Member Smiley that the garlic mustard is already starting to grow, and Board Member Graham stated that it really needs to be pulled in April and May before it flowers and goes to seed. She commented that it should be removed from the outlying

areas first and then moved to the denser areas and the pulled garlic mustard should not be collected in piles as this may spread seeds and it needs to be bagged as it is picked before disposing. Chairman Hoffman mentioned that Plant Wise may also spray the garlic mustard this spring. Board Member Graham noted that last year 40 to 60 bags of garlic mustard were collected. Chairman Hoffman stated that the DPW's job will be to direct the activities of the WHAM crew along with providing the collection and disposal of bags. He also stated that the City often purchases pizza for the group's lunch.

### Plant Wise

The Board reviewed the received recommendations from Plant Wise for this year's plan of attack on invasive plants. Their recommendation list did include the following comment/restriction:

Chemical treatment for all of these weeds will be done using a broad-leaved specific herbicide suitable for use near water (triclopyr, with common name Vastlan), mixed with a wetland-approved surfactant (Cygnet Plus) and a tracking dye.

Treatment activities will stay 30-40 feet away from established residential properties and the use of compounds that contain glyphosate herbicides will 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.

Charmin Hoffman asked the DPW to work with David Mindell to coordinate their activities and to not hesitate to call him there are questions.

**A MOTION WAS OFFERED BY CHAIRMAN HOFFMAN AND SECONDED BY BOARD MEMBER FINK TO APPROVED UP TO \$4,500.00 TO PLANT WISE FOR THE CONTROL OF INVASIVE PLANTS IN THE ORCHARD LAKE NATURE SANCTUARY**

**MOTION CARRIED 7-0**

### Snare Trap Discussion/Findings/Actions

Chairman Hoffman commented that at the previous meeting Board Member Cooper brought up a concern about a dog that was caught in a snare trap somewhere along/above the Upper Straits lake shore line. Chairman Hoffman mentioned that he was looking into this and was planning on putting something together for the next Mayor's letter that will be sent out to the City residents. Additionally, he suggested that the DPW should be on the look-out for above ground traps when working in the Sanctuary.

## **SIGNAGE**

### **Rules Sign – Review Board Member Proposals**

Chairman Hoffman reminded the group that at the last meeting it was decided to replace the rules sign by the parking lot where the trails begin. The task to be addressed today was to develop the sign's verbiage. The following ideas were suggested by the board members: Respect & Enjoy the Sanctuary, Respect, Enjoy & Appreciate Nature, This is your Sanctuary Please Respect It and Let Nature Be Your Teacher. Discussion ensued, and Please Respect & Enjoy the Sanctuary was selected.

**A MOTION WAS OFFERED BY BOARD MEMBER SMILEY AND SECONDED BY BOARD MEMBER GRAHAM TO HAVE THE WORDING FOR THE SIGN READ "PLEASE RESPECT & ENJOY THE SANCTUARY"**

### **MOTION CARRIED 7-0**

Board Member Lee asked where the City had signs made in the past and Chairman Hoffman replied that Greg Nelson had a company that he used, and the City should have that information on file. Board Member Lee stated that he also has a company that he deals with and he would work to get a few quotes and sign designs for the next board meeting. It was also suggested to have the sign made from some type of plastic/resin composite to minimize maintenance. The intent is to have the board review sign design proposals at the next meeting.

## **TRAIL MANAGEMENT**

### **USL Over Look – Stabilization Plantings/Fence**

Chairman Hoffman stated that in his opinion, there are three or four areas on the Upper Straits Lake bank where an erosion problem exists from rain fall drainage and/or foot traffic to the lake. He proposed to install something like a four-foot high wire fence (with 4' X 4' holes so the small creatures could still get through) placed half way up the hill to deter foot traffic. Plantings could then be added to address erosion. It was suggested to have the DPW contact the City's environmental consultant Dianne Martin, for planting suggestions. Board Member Lee suggested putting up signs like "Stabilization Area Please Stay on Trails".

**A MOTION WAS OFFERED BY CHAIRMAN HOFFMAN AND SECONDED BY BOARD MEMBER SALISBURY TO APPROVE UP TO \$500.00 TO PURCHASE THE FENCING MATERIALS AND SIGNS NEEDED TO PLACE A FENCE HALF WAY UP THE HILL ON UPPER STRAITS LAKE**

### **MOTION CARRIED 7-0**

## DPW ACTIVITIES/ACTIONS

### Pavilion Roof

Board Member Salisbury stated that the existing cedar shake roof is significantly deteriorated with rotted, broken and missing shingles. Some of the roof boards have begun to rot and it appears some have been repaired or replaced. Most nails securing the existing shingles protrude through the roof boards and attract moisture. The roof needs replacement soon otherwise additional damage will occur to the roof structure.

He received two estimates for high quality asphalt shingles. They range from \$16,000 to \$20,000. Cedar shakes at about \$20,000 and composite shingles about \$38,000. At this time, he still does not have an estimate on metal roofs.

It was voted on by the Board Members to go with the asphalt shingles by this spring.

Board Member Salisbury asked about putting the specs together for the bidding process and was suggested he get in contact with Gerry McCallum.

**A MOTION WAS OFFERED BY BOARD MEMBER GRAHAM AND SECONDED BY BOARD MEMBER FINK TO APPROVE THAT BOARD MEMBER SALISBURY AND CHAIRMAN HOFFMAN WORK WITH THE CITY ON THEIR BUDGET FOR THE PAVILION ROOF AND TO PROCEED WITH THE PURCHASE OF THE PAVILION ROOF REPLACEMENT**

### **MOTION CARRIED 7-0**

Board Member Smiley asked what color they would be going with for the new roof and it was suggested weathered cedar.

### Mural Cracks

Chairman Hoffman stated that the tile mural has about three hair-line cracks along the outside tiled edge along the bottom. Board Member Lee stated that he would contact Pewabie Tile Company on Jefferson in Detroit, the original installers of the tile mural, to see if they had any recommendations to stop the spread of cracks and report back at the next Board meeting.

### Entrance Grading

Board Member Lee stated that the entrance to the Sanctuary and the parking lot would be graded as soon as the frost laws are lifted.

Spring/Summer Needs/Concerns

Board Member Salisbury noticed that the split rail fence at the Pontiac Trail entrance is down and will need to be fixed. Board Member Smiley suggested that the crushed lime stone on the handicap trail near the pavilion have areas where the crushed lime stone needs to be refurbished.

**TOURS – SPRING PLANS**

Board Member Fink stated that the Spring Nature Sanctuary Tour is scheduled for Sunday, April 29, 2018 at 2:00 PM. She also mentioned that the Apple Island Tour is scheduled for June 9<sup>th</sup> and 10<sup>th</sup>.

Board Member Smiley suggested handing out native prairie plants at the next Sanctuary Tour. Board Member Graham stated that she would look into that purchase before the tour.

**A MOTION WAS OFFERED BY CHAIRMAN HOFFMAN AND SECONDED BY BOARD MEMBER SALISBURY TO SPEND UP TO \$60.00 FOR SAPLING TREES AND NATIVE PRAIRIE PLANTS FOR THE SPRING NATURE SANCTUARY TOUR**

**MOTION CARRIED 7-0**

**FINANCIAL REPORT – REVIEW**

City Clerk McClellan reported on the current financial report for the Nature Sanctuary (attached). She noted that this report is for the current fiscal year through March 21, 2018 (Orchard Lake's fiscal year is July 1st through Jun 30th).

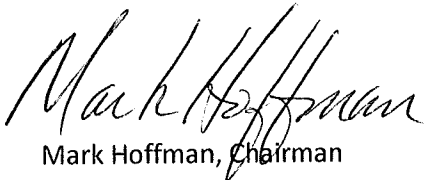
**MEETING SCHEDULE – REVIEW DATES**


It was decided that the next Nature Sanctuary Advisory Board Meeting should be held on Monday, June 25, 2018 at 6:30 p.m. at the Orchard Lake City Hall.

**ADJOURNMENT**

**THERE BEING NO FURTHER BUSINESS, IT WAS MOVED BY BOARD MEMBER SMILEY AND SECONDED BY BOARD MEMBER SALISBURY TO ADJOURN THE MEETING AT 8:21 P.M.**

**MOTION CARRIED 7-0**

  
Mark Hoffman, Chairman

  
Rhonda McClellan, City Clerk

**CITY OF ORCHARD LAKE VILLAGE  
SANCTUARY EXPENSES REPORT  
July 1, 2017 - March 21, 2018**

<b>City Budget Detail</b>				
	<u>Budget</u>	<u>Expensed</u>	<u>Remaining</u>	
Sanctuary Wages	8,400.00	1,955.34	6,444.66	<u>DPW Wages</u> <b>1,955.34</b>
Sanctuary Purchases	2,000.00	379.29	1,620.71	<u>Purchases:</u>
Sanctuary Purchase Services	<u>7,000.00</u>	<u>5,298.00</u>	<u>1,702.00</u>	Business Card - Dock Parts 279.29
				D & B Plants - Trees for Tour 100.00
	<b><u>17,400.00</u></b>	<b><u>7,632.63</u></b>	<b><u>9,767.37</u></b>	<b>379.29</b>
				<u>Purchased Services:</u>
				John's Sanitation Services Inc. & Repairs 798.00
				Plant Wise - Invasive Plant Control 4,500.00
				<b>5,298.00</b>