

Polly Ann Trail Management Council, Inc. (PATMC)
Council Meeting Minutes
June 15, 2005, 2:30 p.m.
Friendship Park – Orion Township

Present: Council Members:

| | |
|---------------------------------------|-------|
| Eugene Mallia , Chairman | (LV) |
| Pauline Blanka (arrived at 3:18 p.m.) | (LV) |
| Sue Bellairs (for Bill Dunn) | (OxT) |
| Matt Gibb | (OrT) |
| Alice Young | (OrT) |
| Ed Brakefield | (AT) |
| Robert Koski, Vice Chairman | (AT) |
| Renee Donovan | (OxV) |
| Joe Young | (OxV) |

Citizen Representatives:

Frank Cobb
Trail Manager Lois Golden

Absent:

| | |
|----------------|-------|
| Kallie Rosener | (OxT) |
|----------------|-------|

Others present Peggy Johnson, Larry Obrecht, Rock Blanchard, and other guests.

Respects were given to the flag and an invocation by Ed Brakefield.

Call to Order/Roll Call:

Chairperson Eugene Mallia called the meeting to order at 2:38 p.m. Secretary Young called the roll. A quorum was present.

Approval of the Agenda:

Bob Koski moved, Ed Brakefield seconded to approve the agenda. By voice vote the motion passed unanimously.

Approval of the Minutes:

Ed Brakefield moved, Renee Donovan seconded to approve the May 18, 2005 minutes. By voice vote the motion passed unanimously.

Public Comment: None

Treasurer's Report

Treasurer Alice Young went over the Treasurer's report. The checking account balance as of May 31 was \$45,254.83. Current bills due totaled \$7,026.44. Bob Koski moved, Joe Young seconded, to approve the bills to pay in the amount of \$7,026.44. By roll call vote the motion passed unanimously.

Sue Bellairs requested detail information on the bills. Lois Golden sends such information to Alice Young Treasurer and is available to any member.

Trail Manager's Report

Trail Manager Golden highlighted items in her written report. Matt Gibb requested a grant status listing including applications that have not been awarded.

Citizen's Representatives Report

Frank Cobb had no report.

Ed Brakefield reported for Cathy Brakefield on the Pony Express Trail Ride event scheduled on June 12 was a success. He submitted the finances to the Treasurer.

Old Business:

Oxford Bridge Status (agenda item 9.a)

Larry Obrecht reported on the status of the bridge and path project. The Road Commission for Oakland County (RCOC) received approval for advertising the project with bids due July 12. Larry Obrecht requested that the PATMC schedule a special meeting for July 13 to review and recommend action on the bids and to authorize the transfer the matching funds to the RCOC. A set of plans for bidding was included for the PATMC. The RCOC controls the issuance of these plans to assure that any addendums to the bid packet are received by each plan holder. The expected start of construction is August 1. Funds for the local match will need to be consolidated to make the payment to the RCOC once the contract bid is awarded. A street light pole and a cable tv line is to be addressed as part of the preconstruction items. The extension of time with the Community Foundation will be addressed by Larry Obrecht. The in-kind community staking by the engineering companies is to be confirmed by Larry Obrecht. If the bids come in over the budget funds the project would be dropped. Larry Obrecht reviewed materials from the past 14 years of the bridge project which will be left for the PATMC. Matt Gibb reviewed the RCOC/ PATMC agreement and had suggestions which will be reviewed in a meeting to be set up with the RCOC. Larry said he will be meeting with the Oxford Planning Commission and council to update them on the status also.

New Business:

Brochure Box Scout Project by Max Hock (agenda item 10 a.)

Joe Young moved, seconded by Renee Donovan to table item 10.a. By voice vote the motion passed unanimously.

Selection of Auditor (agenda item 10 b.)

Joe Young moved, Bob Koski seconded by to award the audit to Hirzel, Jackson & Swaine. By roll call vote, the motion passed unanimously.

Revised Meeting Schedule (agenda item 10 c.)

A revised regular meeting schedule was presented with locations specified in order to make room reservations for the Orion Township Friendship Park on October 19 and December 21. A motion was made by Joe Young, seconded by Bob Koski to approve the regular meeting schedule. By roll call vote the motion passed unanimously.

Equestrian Fund (agenda item 10 d.)

A report on the equestrian activity was presented for review, which reflected the income and expenses since 2002. The preliminary report showed a balance of over \$3,800, but had some incorrect entries in revenues and expenses. The Pony Express event on June 12 netted \$940.30, yet to be deposited and amount confirmed. The net estimated balance to date was over \$5,700. These funds should be designated in the fund balance until spent as approved in the budget.

Records Retention Policy (agenda item 10.e.)

The records retention policy was informational.

Council Member Comments (item 11)

Copy of the entry for a booth for the Leonard Strawberry Festival scheduled for July 16 was presented.

Next Meeting Location (item 12)

The next **special** meeting is scheduled for **Wednesday, July 13, 2005 at 2:30 p.m.** at **Addison Township.**

Adjournment

Joe Young moved, seconded by Ed Brakefield Sue Bellairs, to adjourn. By voice vote the motion passed unanimously.

The meeting adjourned at 5:05 p.m.
Minutes prepared by K. Joe Young

The next **special** meeting is scheduled for **Wednesday, July 13, 2005 at 2:30 p.m.** at **Addison Township.**