



FRIENDS OF THE FRED MEIJER CLINTON-IONIA-SHIAWASSEE TRAIL
P.O. BOX 274
ST. JOHNS, MI 48879

Friends of the Fred Meijer CIS Trail Monthly Meeting Wednesday, June 8, 2016 7:00 pm, Pewamo Village Hall, Pewamo, Michigan

Minutes

1. **Meeting Called to Order** – Chairperson Knight called meeting to order at 7:00 pm.
2. **Roll Call**
 - a. *Present:* Kyle Knight, Barry Culham, Terry McLeod, Kathy Simon, Marshall Baker, Dave Weber, Guy Buckingham, Marshall Baker, Ardelle Rodgers
 - b. *Absent:* Pam Weisenburger, Janice Gustafson
 - c. *Guests:* Erwin Trumble, Jr. and Doug Hyland
3. **Approve the Minutes** – **MOTION** to approve the minutes of May 11, 2016. Buckingham/Weber M/S/P
4. **Public Comment** - None
5. **Approve the Agenda** – **MOTION** to approve the agenda as amended. Buckingham/Culham M/S/P Add 10(a)(v) - Trail Crossings
6. **Update from the Mid-West Michigan Trail Authority** – McLeod reported that at their May 26th meeting, Jim Banks relinquished the treasurer's position and Ronald Gunderson was elected to take his place. The City of Ovid has agreed to mow within their city limits and have asked for representation on the MWMTA Board. No action was taken on this request. MWMTA has approved a Grant Form for Friends groups to apply for trail funds for payment of trail maintenance invoices for contract projects. Maximum grant amount is \$10,000. McLeod also recommended that the Friends groups add restroom facilities to the checklist on their event request forms.
7. **Financial Report** – Gustafson (via e-mailed report) reported following income in May: \$110.00 in dues. Disbursements included \$345.03 for printing brochures and \$894.00 for insurances (Director and Officer Insurance of \$744.00 and Liability Insurance of \$150.00). The ending fund balance in May was \$13,528.95. **MOTION** to approve the Financial Report. Culham/Buckingham M/S/P Gustafson also reported that she received the director and officer insurance invoice after the April meeting with payment due prior to the May meeting. We approved a motion via e-mail to pay this invoice, but consensus to make formal approval. **MOTION** to approve payment of \$744.00 for Director and Officer Insurance. Simon/Buckingham M/S/P
8. **Current Project Work Session** – 1) *Wayfinding signs update* - Knight reported meeting with DNR on signs. Our signs were approved by DNR. Board members should ask their villages that if they want signs to promote their village, they can now do so. Cost of \$1,100 per sign installed through MidMichigan Graphics in St. Johns. 2) *Trail Manager Position* - Culham reported that the letter we approved at last meeting to send to MWMTA to hire someone was not sent. Instead, he is volunteering to coordinate and spearhead handling and finding volunteers, being the point person, answering phone line, and handling other maintenance issues for the first year. This will give us some background information to estimate hours spent, type of work involved, etc. for future trail manager position. **MOTION** to support designation of Barry Culham as trail coordinator at no wages, with reimbursement of expenses Buckingham/Baker M/S/P. 3)

MWMTA Grant - MWMTA has approved a Grant Form for the Friends groups to use to apply for grants (one per group) up to \$10,000 for the purpose of paying invoices as they are submitted against maintenance contracts. In the past there was a considerable time lag between when mowers submitted invoices and when they were paid. Unused money might rollover. **MOTION** to apply for \$10,000 grant from MWMTA for mowing and miscellaneous maintenance with caveat that we will not pay invoices until we have received grant moneys. Buckingham/Rodgers M/S/P Knight will complete and submit form.

9. *Old Business*

- a) *Benches - Update* - Gustafson ordered the memorial bench for Herbert Thelen and it's being delivered to Smith Lawnsapes. Knight talked to Smith Lawnsapes and the price has been raised \$200. **MOTION** to approve keeping the Thelen bench at \$1,500, with CIS Friends Group absorbing the difference of \$200. Price increase to \$1,700 will be effective June 8, 2016. Culham/Buckingham M/S/P
- b) *Bike Racks - Update* - Weber still has 8 left. We should promote to businesses.
- c) *Conservation Officer - Update* - McLeod heard from Officer Slick. They have noticed areas that ORV's have been ripping up the trail. They are patrolling the trail. Still having problems with motor vehicles on trail.
- d) *Phone Message/monitoring/intern - Update* - See Item 8.
- e) *Trail Brochures - Update* - Culham has received the latest batch. He is planning to deliver 400 to local businesses. They are currently at all the Welcome Centers. He noted that the first shipment of brochures to Welcome Centers go to all Welcome Centers. Subsequently, the Welcome Centers will ask for brochures, if they want more.

10. *New Business*

- a) *Trail Maintenance* -
 - i) *Grass trimming around benches and signs and weed spraying* - McLeod and Culham have weed whacked from Owosso to St. Johns. Took 12 hours. Weed whacking was not included in the maintenance bid. Any spraying would have to be hired out to a licensed sprayer. Board members asked to try to find volunteers for weed whacking. Buckingham volunteered to do section from Ionia to Muir.
 - ii) *Maintenance plan for seal coating* - Paved portions will eventually need to be seal coated. Heartland is doing a 6 mile section each year at \$22,000/year. Need to wheel out each section for accurate mileage. Following volunteered to wheel portions: Simon - Fowler, Knight- St. Johns, Baker - Ovid, Weber - Pewamo, Doug Hyland - Muir. Please e-mail footages to Culham prior to next meeting.
 - iii) *Drain between St. Clair Road and Shepardsville Road* - Phil Hanses, Clinton County Drain Commissioner advised that the culvert has failed and we are responsible. Tiles will have to be dug out. Knight will contact Nicki at DNR for approval. Hanses will send names of contacts. Also there are logs blocking water flow and eroding the trail at the Little Maple River. Hanses said that the Clinton County Drain Commission will handle that.
 - iv) *Tree Stumps* - Litchfield reports that there are 22 tree stumps that are in the way of mowing. He offered to grind the stumps but we would have to pay for rental for the tree grinder - \$225/day plus tax and fuel. **MOTION** to approve the \$225/day for up to three days (plus tax and fuel). Culham/Buckingham M/S/P
 - v) *Trail Crossings between mm 122 and 123* - Farmers using legal crossings but causing wash outs. May need cementing and/or repairs. At any rate it needs to be evaluated. Knight will add that to his discussions with Nicki at the DNR. Weber and Buckingham offered to take a look at it.
- b) *Trail Event Requests* - None. Habitat for Humanity wants to mark the trail for part of a race with florescent paint . This is not acceptable, but they could use chalk. Simon to send Buckingham a list of approved events.

11. *Next Meeting Date/Location* –Next meeting is scheduled for Wednesday, July 13, 2016 at the Owosso Township Hall.

12. Adjournment – MOTION to adjourn at 9:06 pm. Simon/Culham M/S/P

Minutes taken by Kathy Simon

DRAFT