

CITY OF ORCHARD LAKE VILLAGE

MINUTES OF THE QUATERLY SANCTUARY BOARD MEETING

April 3, 2017

Chairman Hoffman called the Quarterly Meeting of the City of Orchard Lake Village Nature Sanctuary Advisory Board to order at 6:50 p.m. on April 3, 2017 at the Orchard Lake City Hall

ROLL CALL

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

ABSENT: Clerk McClellan, Board Members Cooper and Graham

OCTOBER 3, 2016 MEETING MINUTES

A MOTION WAS OFFERED BY BOARD MEMBER FINK TO APPROVE THE OCTOBER 3, 2016 QUARTERLY MEETING MINUTES OF THE ORCHARD LAKE NATURE SANCTUARY BOARD AS WRITTEN. BOARD MEMBER NELSON SECONDED THE MOTION.

MOTION CARRIED 6-0

BOARD MEMBERSHIP – Board Size Discussion -

No action

WILDLIFE AND VEGETATION MANAGEMENT – Plant Wise Recommendations

Chairman Hoffman referred to the email received by Board Member Dusek concerning Plant Wise potentially not following the past board decision that states that glyphosate herbicides must not be used within 100' of marsh or vernal ponds. It is important to the Board that this herbicide restriction be maintained. Chairman Hoffman reported that he recently went through the past minutes and determined that restriction regarding the herbicide use was established in 2013. Chairman Hoffman further suggested that the declaration of the restriction to PlantWise was not properly transmitted (it was transmitted verbally) to insure the restriction was followed in later years. Chairman Hoffman suggested that all future work should be agreed to in writing with any stipulations included. He offered to work with the City to develop the process.

Board Members suggested that the written communication should also provide treatment guidance with respect to residential properties.

Regarding the 3/30/17 correspondence received from PlantWise, which contained their recommendation for this year's detailed work, Chairman Hoffman stated that the activities and fees looked reasonable and recommended approval with the above mentioned written communication strategy.

A MOTION WAS OFFERED BY BOARD MEMBER NELSON TO APPROVE UP TO \$4,500.00 FOR PLANTWISE'S RECOMMENDATIONS, INCLUDING IMPROVED COMMUNICATION PROCEDURES. THE MOTION WAS SECONDED BY BOARD MEMBER ITIN.

MOTION CARRIED 6-0

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2017 ACTIONS/PLANS/STATUS - Garlic Mustard Pull

Board Member Nelson reported that WHAM will be in the City on Wednesdays and they will be focusing on pulling Garlic Mustard. Chairman Hoffman suggested that any problem area not addressed by WHAM, should be managed by PlantWise.

SIGNAGE

A new sign to indicate that the Nature Sanctuary is closed for the three summer holidays weekends is needed (the last one was stolen). Chairman Hoffman asked Board Member Nelson to work on a sign that would be easily visible, and secure.

Board Member Nelson commented that the rule sign in the parking lot has faded over time; the symbols on it are barely readable. Board Member Nelson stated that he didn't know if the sign should be re-painted or a new sign should be erected. Chairman Hoffman requested that Board Member Nelson develop proposals for a new sign that could be placed in the rock base (size, material, fastening). The new sign's message will be discussed at the next meeting.

TRAIL MANAGEMENT - 2017 Plan/Needs

Board Member Itin commented that the Upper Straits Lake Overlook trail has several areas that provides natural drainage to the lake that should be stabilized to insure the bank stays stable. After a brief discussion on options, it was decided to add plantings to stabilize the banks, and fence off the areas to encourage growth.

HOLIDAY CLOSING – Off Site Parking

Chairman Hoffman mentioned that it has been reported that people are parking across the street in the pre-school parking lot during the Holiday weekends that the Sanctuary is closed. The Board should monitor the situation this summer to determine if additional actions are warranted.

ST. FRANCIS FOUNDATION – UPDATE/STATUS

A note from Jack Barnes and Doug Cooper, from the St. Francis Foundation was received stating that the foundation is now closed, and will no longer be providing future donations to the Sanctuary. Included with the letter was their final donation for the OLNS - a check of \$3,413.59 for managing evasive species and tree planting to help control erosion.

The group recommended that a letter be drafted and sent to the Foundation thanking the Foundation for their past financial help for improvements in the Sanctuary. Chairman Hoffman offered to work with the City to develop the thank-you letter.

TOURS – FALL RESULTS & SPRING PLANS

Board Member Fink reported that the fall tours went very well. The spring tour has been scheduled for April 23, 2017. It was suggested that the board approve \$60 for treats and handouts for the spring tour.

A MOTION WAS OFFERED BY CHAIRMAN HOFFMAN TO APPROVE \$60 FOR TREATS TO HAND OUT FOR THE UPCOMING SPRING TOUR. BOARD MEMBER SMILEY SECONDED THE MOTION.

MOTION APPROVED 6-0

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DPW ACTIVITIES/ACTIONS

Summary of Latest Actions:

- Cutting of trees downed during the last round of storms

Spring/Summer Activities/needs

- Pavilion Roof – shingles need to be replaced – develop alternatives
- Pavilion Mural tile cracks - repair required
- Removal of dirt/debris from the USL overlook's footings
- Remove fallen trees and tree branches from the wire fence on Old Orchard Trail
- Tighten/straighten the wire fence

ADDITION TO THE AGENDA

The Sanctuary Board received a letter from Missy Larkin requesting the OLNS Board consider presenting to her father, Leo Larkin, a plaque for his efforts in conservation - for his leadership/efforts in acquiring the Nature Sanctuary. Details regarding the timing of the presentation were not provided.

A MOTION WAS OFFERED BY BOARD MEMBER HOFFMAN TO INVESTAGE AQUIRING A PLAQUE TO PRESENT TO LEO LARKIN.

MOTION PASSED 6-0

FINANCIAL REPORT - Review

A summary of the OLNS 16/17 budget was reviewed. It appeared that the spending plans for the 2016/2017 fiscal year will be within the established budget.

MEETING SCHEDULE – Discussion /Review

Because of the minimal OLNS activity in the winter months. It was decided to reduce the yearly meetings from 4 to 3, holding meeting in April, August and December. The remaining 2017 meetings are:

August 7, 2017 @ 6:30 PM

December 4, 2017 @ 6:30 PM

ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, IT WAS MOVED BY BOARD MEMBER NELSON AND SECONDED BY BOARD MEMBER FINK TO ADJOURN THE MEETING AT 7:30 P.M.

MOTION CARRIED 6-0


Mark Hoffman
Chairman


Rhonda McClellan
City Clerk

**CITY OF ORCHARD LAKE VILLAGE
SANCTUARY EXPENSES REPORT
July 1, 2016 - March 15, 2017**

City Budget Detail			
	Budget		(O)/U YTD
Sanctuary Wages	9,400.00	3,937.43	5,462.57
Sanctuary Purchases	3,000.00	159.25	2,840.75
Sanctuary Purchase Services	7,000.00	5,190.00	1,810.00
	<u>19,400.00</u>	<u>9,286.68</u>	<u>10,113.32</u>
			DPW Wages
			<u>3,937.43</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 18.25
			<u>159.25</u>
			Purchased Services:
			John's Sanitation Services Inc. 630.00
			Carol Fink - Nature Tour 60.00
			Plant Wise - Invasive Plant Control 1,086.41
			<u>1,776.41</u>
St. Francis Fund			
			DPW Wages
			<u>-</u>
			Purchases:
			Business Card - Dock Parts -
			Hunt Sign Company -Authorized Vehicles Only -
			Petty Cash - Sapling Trees for Tour -
			Home Depot - Padlock -
			<u>-</u>
			Purchased Services:
			John's Sanitation Services Inc. -
			Carol Fink - Nature Tour -
			Plant Wise - Invasive Plant Control 3,413.59
			<u>3,413.59</u>
2016/17 Contribution		3,413.59	
2016/17 Spending		3,413.59	
Fund Balance		-	
Approved Projects:			
Eradication of Invasives		4,500.00	