

# ASYLUM LAKE POLICY AND MANAGEMENT COUNCIL

## Minutes

October 11, 2018

ROTC and Campus Services Building break room  
WMU East Campus, 1201 Oliver Street

**MEMBERS PRESENT:** Duane Hampton, Chair; Susan Andress (alternate); Tyler Bassett; Mark Frever; Steve Kohler; Dave Lemberg; Paul Manstrom; Paul Scott

**MEMBERS EXCUSED:** Kay Chase; Arthur Falk; Lauri Holmes, Steve Keto; Sarah Larsen; James Penner; Pete Strazdas; Marnie Twynham

**GUESTS:** Paul MacNellis

### I. CALL TO ORDER AND ROLL CALL

- Mr. Hampton called the meeting to order at 7 p.m.

### II. ADOPTION OF OCTOBER 11, 2018 AGENDA

- A revised agenda with additional items for discussion was provided at the meeting.
- **Mr. Manstrom, supported by Mr. Scott moved approval of the agenda as amended. With a voice vote, the motion carried unanimously.**

### III. APPROVAL OF SEPTEMBER 13, 2018 MEETING MINUTES

- Changes to Minutes are as follows: Under new business, the second bullet point about no longer doing outreach should be deleted. Page 2C, the 5<sup>th</sup> bullet point under Vermeulen update should state that the Oakland/Winchell Neighborhood used the ALPA statement in their newsletter. They did not issue their own statement regarding the Vermeulen Property.
- **Mr. Bassett, supported by Mr. Frever, moved approval of the Minutes as amended. With a voice vote, the motion carried unanimously.**

### IV. OLD BUSINESS

#### a. Construction at BTR2 – will the Drake turnaround cut into the Preserve?

- Mr. Hampton was advised that that the turnaround in Drake Road will not encroach on the Preserve.
- There has been some conflicting information as to whether or not the Oak trees in the Drake Road median will be removed or not.
- WMU has not received the grant money for the infrastructure at BTR2.
- The pole barn on the BTR2 property will be removed. It is currently being used for storage of canoes and sampling equipment that are used at Asylum Lake. There is no plan for replacing the pole barn at this point.

#### b. Vermeulen property discussion – moving the Vermeulen house

- Mr. Hampton stated that someone had further interaction with Mick Lynch, who advised that it was beyond his capability to move the Vermeulen house. The house is constructed of brick that might have been made onsite and it is not two-sided. A mover in Muskegen might be able to move the house but the cost of hooking it up to move it would be prohibitive.
- There was another meeting with Mr. Tehrani, the developer for the Vermeulen property. Pete Cushner, President of the Oakland Drive Winchell Neighborhood Association (ODWNA) was contacted by Jeff Ballard, from Danch Harner and Associates, a South Bend, Indiana landscape architectural and civil engineering firm.
- There is a list of groups the City wants the development company to meet with: ODWNA, ALPA, Oakwood Neighborhood Association, Parkview Hills, Parkwyn Village, Woods Lake Association and the Asylum Lake Policy and Management Council.
- Representatives from each of these groups will meet with the development company on October 29<sup>th</sup> or 30<sup>th</sup> at 6:30 p.m., location to be determined. Mr. Tehrani might also attend the meeting. Mr. Scott will represent the ALPA at the meeting; Mr. Bassett offered to represent the ALPMC.
- Ms. Holmes drafted a Statement of Concern for the ALPMC to consider, which was provided to the Council in an e-mail. At the bottom of the e-mail are concerns expressed by Mr. Strazdas. When the statement is finalized, it will be forwarded to the City of Kalamazoo Planning Department before the public meetings regarding the rezoning of the Vermeulen property.
- If the ALPMC meets on November 8<sup>th</sup>, the Council will still have time to get the Statement finalized and sent to the Planning Department before the first public hearing at the Planning Commission meeting in December.
- It was suggested that the first line of the second paragraph of the Statement could refer to concerns about the “potential impact” of the intended development to be less antagonistic. Also, the advisory committee for the development reports to the City Planner not the developer. The word “provision” in the next-to-last line refers to the overlay.
- Discussion followed regarding the overlay, which is intended to add a step to the approval process and place additional regulations on the development.

- Mr. MacNellis commented that it would be easier budget-wise to understand the priority areas. The management plan for the Preserve was written in 2005 or 2006 and it hasn't been revised since then. Generically, it's a good plan but it could be more quantitative in some areas.
- Kleinstuck Preserve has 14 areas designated within 48 acres. Each area is prioritized with regard to how critical it is to treat. It would be advisable to have a similar plan for Asylum Lake Preserve. The area on the northwest side of the lake by the Vermeulen property is one of the areas to be treated.
- Kieser and Associates did a year-long water quality study for Asylum Lake in 2008. The Council could do another study and make updates. Mr. Kohler stated that his class just did a water quality study; they did more than what Kieser did.
- Mr. MacNellis mentioned that with the potential for development on the Vermeulen property, it would be nice to have a benchmark now regarding the water quality in Asylum Lake.
- Mr. Bassett referred to a letter in which Bill Schneider stated that he would like to focus on area 2 (by the spillway to past the beach) and area 3 (by the Southwest corner of Asylum Lake). After that, he would like to focus on areas 8 and 10. The Budget Committee would need to figure out how much to spend on this project.
- Mr. Hampton stated the Council has almost \$80,000 available for the Budget Committee to spend. In addition to that, the Council can ask the Kalamazoo Foundation for the next installment payment. Mr. Frever will contact the Foundation for an update.
- Three thousand dollars was approved for signage at the Preserve parking lot by Drake and Parkview, which was never spent. Those funds should still be available. The discussion about the proposed signage was tabled to provide time for the Council to review the proposal for BTR2 .

## VI. PROJECT/SPECIAL COMMITTEE REPORTS:

### a. Research & Education Subcommittee

- The Research and Education Review Panel had five proposals to review. Mr. Kohler reported that four of them were approved retroactively since the activities had already taken place during the summer. The fifth one is a Chickadee study. The dog poop proposal won't take place because the student who submitted it graduated and departed. There were no updates regarding the Ham Radio proposal, which was scheduled for September.
- The dog poop proposal included installation of three dog poop receptacles in the Preserve with additional ones on the trail so people could grab a glove and make a deposit. This would be more costly and involve Landscape Services taking the bags out and putting them in the dog poop stations and then emptying the dog poop stations. Mr. Hampton stated that this proposal is not dead yet but there is no one to advocate for it. It could be approved but that would take months.
- Mr. Frever stated that the dog poop stations could be added to the maintenance schedule. Mr. Hampton suggested discussing this further at the next meeting.
- Mr. MacNellis referred to Roberts Rules of Order and the need to make a motion, have a discussion and then take a vote.

### b. Trails and Spillway

- The Trails Committee met recently and discussed the trails that Prein and Newhof reviewed. Limestone is acceptable for use on the trails but the crushed concrete is not. Prein and Newhof recommended crushed lime stone along the lake. There will be further discussion about that at a later date.
- The Committee is focusing on the backbone of the trail system and access for emergency vehicles. The Committee would like to identify those trails and approve them for construction. They have engineered drawings on some sections of the trail.
- Mr. MacNellis submitted a project to WMU and met with Nathan, the Project Manager for construction. The project went from \$2,500 to 8,000 and they will use Prein & Newhof to do the engineering on it and conduct a search for a contractor. A handout was distributed showing the costs as provided by Nathan.
- The approval needs to be signed by Mr. Frever or Mr. Hampton. **Mr. Hampton, supported by Mr. Scott, moved to allow the limit of \$2,500 approved at last month's to be increased to an amount not to exceed \$8,000, in keeping with the revised estimate of costs for the spillway repair. The motion carried by unanimous voice vote.**
- An outside contractor was not consulted for this work but Prein & Newhof offered to get bids from outside contractors. Mr. MacNellis cautioned against bypassing WMU unless Prein and Newhof is selected to do the work.
- Mr. Frever stated that it would be a process similar to hiring David Borneman and Wildtype; it can be done. He doesn't use the construction crew for all projects but gives them a chance to provide a price. If the Council doesn't get a quote from the construction department, someone will ask why.
- There would be economic justification for having Prein & Newhof do the work; it would be a better rate for the same scope of work. Prein & Newhof will make sure they provide an equal amount of insurance and the prevailing wage; they follow WMU guidelines.
- Mr. MacNellis offered to contact Nathan Scheffers and let him know the Council will contact Prein & Newhof to get three contractor bids for review.

- The draft Statement of Concern is currently addressed to the Overlay Committee but maybe it should go to the City Planning office. It could state that the ALPMC urges the City Planner to involve all possible means to minimize the impact of the development on the Asylum Lake Preserve and keep the Council involved.
- Mr. Lemberg mentioned there is also concern regarding what the developer will use as fill; there will be a lot of fill. Mr. Bassett advised that the intention was to move existing soil around to use as fill.
- The Statement of Concern can be finalized at the November ALPMC meeting and forwarded to the Planning Department before the December Planning Commission meeting.
- Mr. Manstrom advised that the Environmental Concerns Committee issued an official Statement of Concern to the City Commission regarding the proposed development on the Vermeulen Property. The City Planner advised that this is a good way to bring concerns to the attention of the City Commission. The Statement was also provided to the Planning Department.
- Ms. Address will incorporate the changes to the draft Ms. Holmes provided and e-mail the revised Statement to the Council for review before the next ALPMC meeting.

**c. Planned burn is tentative**

- David Borneman provided a proposal contingent on the ALPMC working with the Parkview Hills Neighborhood Association. They will have a small burn, the ALPMC will have a bigger burn, which is likely to happen next month.

**d. Status of Steve Keto**

- Mr. Frever advised that Mr. Keto resigned from the ALPMC. He wants to focus on other things but he is still available for support. He is also stepping off the Kleinstuck Preserve Board.
- Mr. Keto was the Council Secretary and he was only required to hold that position for two years. According to the Bylaws, he is allowed to resign from that position. The Recording Secretary has been designated to do the Minutes but there should be someone to deal with the website.
- Mr. Keto receives applications to do research or education on the Asylum Lake property and that would have to be assigned to someone else. That paperwork eventually goes to Mr. Kohler.
- The Council Secretary is intake for research requests. Also, the Bylaws state that the Council Secretary is to keep accurate records, etc. Mr. Frever offered to take on the role of Interim Council Secretary if it makes sense for him to do so. He also represents the Vice President of Finance for the University. The dual roles could present a conflict of interest.
- According to the Bylaws, the Natural Areas Manager is required to be on the Council. Mr. Bassett suggested that the Bylaws could be amended to state that the Natural Areas Manager "or his/her representative" would be a member of the Council/required to attend Council meetings. The original bylaws make no mention of a Natural Areas Manager. Steve Keto held the seat designated for the Physical Plant (now Facilities Management).
- If the Council doesn't have a connection between who ever is overseeing day to day activities that could be problematic. It was suggested that the Council vote for a Council Secretary at the next meeting.
- Originally, the Council Secretary position was created to be the Council Coordinator. Mr. MacNellis wrote the job description; he questioned if it had been rewritten. Mr. Frever will provide the job description to Mr. MacNellis for review.
- Mr. Hampton suggested reviewing the election process for general members and executive officers at the next meeting.
- Mr. Bassett read a statement from Kay Chase regarding Mr. Keto's contributions and positive impact on the Council.

**e. Governing documents revision**

- Mr. Hampton suggested having proposed revisions to the governing documents ready to forward to Attorney Stankowicz when Mr. Strazdas returns. The role of the Natural Areas Manager as part of the Council should be clarified in the revisions.

**V. NEW BUSINESS**

**a. Next meeting – November 8<sup>th</sup> – where?**

- Mr. Strazdas and Ms. Holmes will probably be back in time for the next meeting; Ms. Larson might not be available for the November meeting. Mr. Hampton suggested planning for a meeting on November 8th, contingent upon a quorum of members being available to attend.
- Mr. Manstrom stated that the Hornets' Suite at Kalamazoo College is not available that evening, but it should be clear after that. Mr. Frever advised that the ROTC break room is available on November 8<sup>th</sup>.

**b. Wildtype proposal**

- According to the map provided by Mr. Schneider, the green areas have had stump drill and fill work completed; the red areas have not. There are approximately 39 acres at a cost of \$1,600 per acre. That doesn't include stacking brush or spraying of seedlings. Wildtype is proposing to be authorized to do this work in 2019.
- The total cost of the proposed project is \$62,400. Mr. Hampton suggested referring this proposal to the Budget Committee. Mr. Kohler was in favor of getting the work done as soon as possible.

- The backbone of the trail system is the road to support ambulance-size vehicles. The 22A crushed Limestone was already added by the spillway but people don't like walking on that, it's too hard and the stones roll.
- The Trails Committee talked about taking out four feet of the center of the trail and using stone dust for the walking trail, it would also support the vehicles. Four feet is the recommended minimum for two people to walk side by side or pass each other.
- Mr. MacNellis will ask Prein & Newhof for revisions regarding the section of the trail from Winchell to the spillway. The rest of the trail would be built the same way but with 22AA crushed Limestone.
- Mr. Scott stated that as of August, the total for the trails and the path improvements on the peninsula would be \$60,000. That could change because the smaller stones might be more expensive.

**c. Budget Committee**

- Mr. Bassett is the Chair of the Budget Committee and he will provide a report when he has an update.

**VII. PUBLIC COMMENTS**

- None

**VIII. COUNCIL/STAFF COMMENTS**

- Mr. Lemberg mentioned Carla Koretsky's presentation regarding the impact of road salt in Asylum Lake and Woods Lake. One of the main topics of the talks by the Center for Ethics is who is responsible for these issues.

**IX. ADJOURNMENT**

- The meeting adjourned at 8:15 p.m.