

# ASYLUM LAKE POLICY AND MANAGEMENT COUNCIL

## Minutes

January 10, 2019

Kalamazoo College, Hornets Suite  
1600 W. Michigan Ave.

Present: Duane Hampton, Chair; Steve Kohler, Vice Chair; Kay Chase, Council Secretary; Bonnie Alkema; Tyler Bassett; Mark Frever; Lauri Holmes; Paul Manstrom; James Penner; Paul Scott; Pete Strazdas

Absent: David Lemberg; Marnie Twynham; Sarah Larson; Steve Keto

Guests: Paul MacNellis; Warren Haake; John Kreuzer; Judy Huxmann

### I. CALL TO ORDER AND ROLL CALL.

- Mr. Hampton called the meeting to order at 7 p.m. and determined that a quorum of members was present.

### IV. OLD BUSINESS

#### a. Death of Arthur Falk; replacement by Bonnie Alkema

- Mr. Hampton stated that Arthur Falk, former Parkview Neighborhood representative to the ALPMC, passed away in December of 2018. Mr. Falk passed the torch to Bonnie Alkema, who will be representing the Parkview Neighborhood on the Council.
- Mr. Falk made many contributions to the community. He was instrumental in the controlled burns at the Asylum Lake Preserve and he provided assistance with the management of invasive plants in the Preserve.
- Mr. Strazdas suggested memorializing Mr. Falk in some meaningful way. Suggestions can be discussed at the next meeting.

### II. ADOPTION OF AGENDA

- Mr. Hampton requested that item 4f be moved from new business to old business.
- **The Agenda was approved by unanimous voice vote.**

### III. APPROVAL OF MINUTES (November 8, 2018)

- The following changes were requested: Page 2, include in the Minutes the Statement of Concern, which was sent to the Planning Commission from the Council. Page 2 toward the bottom, insert "WMU" before "Foundation". Page 3, 5<sup>th</sup> bullet point, dog poop was found off to the side of the trail at Kleinstuck Preserve not Asylum Lake Preserve.
- Mr. Hampton followed up with Tara Kneeshaw; she has not taken data from the Preserve. Mr. Kohler has data from the Preserve.
- **Mr. Scott, supported by Mr. Penner, moved approval of the Minutes as amended. The motion carried by unanimous voice vote.**

### IV. OLD BUSINESS

#### b. Planned burn, is it permitted yet?

- Mr. Borneman's office still does not have an approved burn permit. Ms. Chase drafted a letter, which Mr. Hampton forwarded to the Assistant City Fire Marshall, to address the Fire Marshall's concerns.
- Mr. Strazdas offered assistance with getting the permit issued. The permit requires the Council/applicant to provide insurance information. The burn boss (Mr. Borneman) provides the technical information. If those details have been provided, the permit should be issued.
- The burn permit has been requested for an approximately one-acre area of land on the west side of Asylum Lake. The best time to burn Phragmites is in the winter because it burns hot, like diesel fuel. It burns through the ice.
- Mr. Frever received an e-mail from Mr. Borneman on November 9, 2018 stating that he wants to have the permit issued. The Parkview Hills Neighborhood would have a separate application for their burn, which is supposed to take place on the same day as the burn at Asylum Lake.
- Ms. Chase suggested that the Council have an official letterhead with a logo like the one used at the entrance to Asylum Lake. She was unable to track down the jpeg version of that logo but will look into having it redone.

**c. Governing Documents Revision Update.**

- Mr. Strazdas requested that the latest version of the governing documents be forwarded to the Council for review. Once the Council approves the draft of that document, it will be forwarded to legal counsel to review. Thereafter, the WMU Board of Trustees would review the governing documents; they can change or approve the bylaws.
- Mr. Hampton and Mr. Strazdas met with Jan Van Der Kley about an issue with the governing documents: Mr. Keto resigned from the Council and there is a question as to whether or not the Facilities Management person should be mentioned in the governing documents.
- Ms. Chase suggested that the Natural Areas Manager could be Ex Officio; that person wouldn't have a vote but would be on the Council. Jan Van Der Kley agreed with that suggestion. There would still be 14 people on the Council but only 13 votes. There is usually an odd number of votes/members on boards to prevent a tie vote.
- Adjustments should also be made to the Framework for consistency. The seat would still exist, the Natural Areas Manager would still represent the Facilities Management as a member of the Council.
- Mr. MacNellis stated that Mr. Keto's seat represented the Physical Plant. He was a Coordinator for the Council and that grew out of the Environmental Institute, as stated in the Management Plan. There should still be 14 votes, someone needs to represent the Physical Plant, unless it is the desire of the Council to eliminate one seat.
- Mr. Hampton stated that the Natural Areas Manager should attend the ALPMC meetings. The issue with having that person vote, is that it could jeopardize their job.
- Mr. Bassett suggested having further discussion once the draft document is distributed. Concerns have been expressed and that should be taken into consideration.

**d. BTR2 Update**

- The federal grant money to be used for infrastructure in the BTR park was received prior to the federal government shut-down. Mr. Strazdas suggested getting input from the landscape architects and engineers with their ideas and sketches with details. That document will go out to bid in the spring/summer of 2019.
- Mr. MacNellis suggested that the Council have access to the 50% and 90% drawings. Mr. Strazdas stated that Dr. Barkman is on the Advisory Committee, the Tree sub-Committee and the Campus Planning and Finance Committee, which will review the documents.
- The land at BTR2 cannot be sold to developers at this point because it has not been divided into lots yet. BTR2 will be built over time like BTR1. There will be a Project Manager at WMU to manage BTR2 during construction.

**e. Vermeulen Property discussion**

- Mr. Hampton spoke at the City Commission meeting when the Vermeulen property was discussed. He provided the Commission with a hard copy of the concerns from the Council. On November 9<sup>th</sup> he e-mailed the Statement of Concern to the City Planner.
- The Natural Features Protection Overlay Committee will meet on January 17<sup>th</sup> at the City of Kalamazoo's Stockbridge facility.
- Mr. Scott, Mr. MacNellis and Mr. Hampton met with City Planner, Christina Anderson, to discuss concerns about storm water from the development on the Vermeulen property and how that could affect the Preserve. Ms. Anderson needs to have the overlay done in four months so she can get it to the City Commission and have it approved before the six-month deadline.
- The language in the overlay should protect natural features on properties in the City of Kalamazoo, not just the Vermeulen property and the adjacent Preserve. Ms. Anderson is looking at overlays from other municipalities to incorporate into the overlay for Kalamazoo.
- Mr. MacNellis has data about the condition of the lake from years ago to the present time. The goal of the meeting with the City Planner was to let her know that Asylum Lake and the Preserve are being monitored and changes will be noted.
- Steve Skalski and Anna Crandall, from the City's Engineering Division, provided Mr. MacNellis with a website containing engineering drawings. The website contains 400 pages of information regarding the U.S. 131 and Stadium Drive redevelopment.
- There are storm water retention areas at the Costco store, but they are not very big. It is unclear as to whether the storm water from that development flows toward U.S. 131 or toward Asylum Lake.

- Ms. Crandall indicated that the city regulations don't have much influence and it appears there is no one enforcing them. Chapters 29 and 30 of the regulations pertain to storm water. Mr. Hampton stated that the regulations were written for low-volume events (2 to 4-year events) rather than a 100-year event.
- The developer of the Vermeulen property told the neighborhood association they would take care of the water running from the former Kmart parking lot across Stadium Drive to Asylum Lake. It is unclear as to how they intend to do that but it is possible they might add swales and retention ponds. There is concern about the storm water being full of road salt. It will still reach Asylum Lake but not as quickly.
- A baseline study of Asylum Lake was done in 2008. Mr. Strazdas inquired as to when the Council should engage a second extensive study of the Lake. Mr. Kohler stated that it would not be necessary to hire an engineer, he and Ms. Koretsky have more data than the engineers would provide.
- There hasn't been much change in the Phosphorus levels from 2006 to last year. Salt is the biggest concern. Ms. Koretsky's data has been published in journals. Data from Mr. Kohler's class has not been published yet. The latest data on salt levels from Dr. Koretsky's class was from 2014, the same year the Costco project was completed at the corner of Drake Rd. and Stadium Dr.
- Woods Lake has a high salt concentration; the bottom of the lake doesn't mix with the rest of the lake. Asylum Lake is close to that point. Concentrations of salt in Asylum lake are double to triple what they are in nearby streams.
- Kieser and Associates took samples during each season. The most useful test results would be done during stratification and turn over. The intention is to take more samples this year and get a complete profile of Asylum Lake. There is data available from as far back as 1980. Mr. Strazdas suggested having a comparative document from a third party (neutral party) showing data from before and after developments around the lake.
- **Mr. Strazdas, supported by Mr. Kohler, moved to obtain a proposal from Kieser and Associates to do a survey, similar to the one completed in 2008, using existing data. Further discussion can take place at the next meeting to determine if the Council would like to engage Kieser before any other activity happens that might affect the lake.**
- There is a report on the Asylum Lake Website that had data from the 1980's regarding fish and plants date, etc. Ms. Huxmann suggested referring back to that data to show the changes that have occurred over the years. It was suggested that compiling the report from existing data should cost less than \$25,000. Mr. Strazdas withdrew his motion.
- **Mr. Hampton, supported by Mr. Kohler, moved to convene the Water Quality committee together to write a proposal stating what data they would like to see, compare how things have changed over time (with a focus on road salt data from the lake), who will compile the report and how much it will cost. With a voice vote, the motion carried unanimously.**
- Mr. Kohler is Chair of the Water Quality Committee, Mr. Hampton is also on that committee. It was suggested that the report be done before the natural features overlay is completed. Additional sampling could be done right away before further development activity occurs. The information could be used to influence how the development proceeds on the Vermeulen property.
- Mr. Hampton reported that it would not be advisable to move the 1840's Loring homestead from the Vermeulen property, based on consultations with Mick Lynch. The house is made of brick that is finished on the outside but not on the inside and it would likely disintegrate easily if moved. There is a company in Muskegon that might attempt to move it but that would cost thousands of dollars (six figures).
- Mr. Manstrom mentioned that Christina Anderson hired Jamie McCarthy to help with the development of the Natural Features Protection Overlay. Ms. McCarthy made a request to be on the February Environmental Concerns Committee (ECC) agenda; that is a public meeting. Mr. Manstrom will forward more information as details become available.

## V. NEW BUSINESS

### a. Next Meeting – February 14<sup>th</sup>?

- After a brief discussion, it was decided to move the February ALPMC meeting from the 14<sup>th</sup> to the 21<sup>st</sup>. Mr. Manstrom will check to see if the Hornets' Suite is available.

**b. Whom Should People Contact When They Have Concerns About the Asylum Lake Preserve?**

- Ms. Holmes read a statement of concern from the Asylum Lake Preservation Association (ALPA). Phone calls and e-mails from the ALPA to Landscape Services have not received a response. There is also concern that no one has followed up with Mr. Schneider from Wildtype regarding removal of invasive plants in the Preserve. Wildtype needs to complete their work during the winter season, before the sap rises.
- The ALPA would like to have a roster of the ALMPC members and the name and contact information for the person who is taking over as Natural Areas Manager. Mr. Strazdas advised that the roster of names and contact information of the Council members was updated on the ALPMC website about a month ago. Mr. Keto is still listed as the contact person on the website and that might have caused some confusion.
- Mr. Frever stated that there are two managers and four supervisors for all 1,200 acres of the Preserve. Mr. Frever can send someone out to the Preserve based on requests. He will follow up to determine if concerns from the ALPA have been addressed.
- Concerns about the Preserve can be addressed through broncofixit.fm.wmich.edu or the service center at 269-387-8514. The Wildtype Project is still open; Mr. Frever will follow up with Mr. Schneider.
- Mr. Strazdas suggested that minor concerns, such as Port-O-Jons to be emptied, trash or tree limbs on the trail, etc. can be reported through broncofixit on the Facilities Management main website. He will send a one-page document explaining how to access the portal and put in a request.
- Larger, project-related issues would be directed to the Council and/or Mr. Frever to determine the best way to proceed.
- Most issues directed through broncofixit are resolved within seven days, that is the target. You can view the status of work orders on the website. Kleinstuck Preserve and Asylum Lake have been added to the drop-down list on the portal.
- The service center is open Monday through Friday from 7 a.m. to 5 p.m. After 5 p.m. you can leave a message. If you have an emergency you will be directed to the answering service or you can call the WMU Department of Public Safety at 387-5555.

**c. Nomination of Candidates and elections for Chair.**

- Mr. Hampton was nominated as Chair of the ALPMC. Ms. Holmes declined the nomination for Vice Chair. Mr. Hampton nominated Steve Kohler as Vice Chair. Ms. Chase volunteered for the Council Secretary position. There were no other nominations.
- **The ALPMC voted unanimously in favor of the slate of candidates as stated.**
- The governing documents state that the Council elections should take place every two years; the next election should occur in 2021.

**VI. PROJECT/SPECIAL COMMITTEE REPORTS**

**a. Research and Education Subcommittee**

- Discussion regarding the dog poop proposal was postponed.

**b. Trails and Spillway Culvert repair.**

- Mr. Frever reported that the bills associated with the culvert repair have been paid.
- Mr. MacNellis stated that the contractor reinstalled the stones by the spillway. There are photos of the inside of the pipe. Work was done on the lower part of the spillway between the two lakes to prevent the spillway from collapsing.
- Grates have not been added to prevent debris from being lodged in the spillway but that can be discussed at another meeting. Turtles have been wedged sideways in the spillway/pipe and they are difficult to remove.

**c. Budget Statement for ALPMC**

- Sarah Larsen is currently on maternity leave. Other staff members are continuing to provide financial reports for the Council until Ms. Larson returns.
- Mr. Strazdas stated that the November and December activities were completed and the report is available. Half way through the fiscal year, there has been \$21,000 spent, which leaves \$65,000 available to spend.

- Mr. MacNellis suggested that four-digit accounting codes should be added to future financial reports. Mr. Frever advised that everything falls under hardscape or softscape. The codes are there but not viewable in the version of the report that was presented.

**d. Budget Subcommittee**

- Mr. Strazdas stated that funding will be allotted for each subcommittee based on past spending. There is capacity to proceed with some projects but the Council needs to prioritize and plan for those projects.

**VII. PUBLIC COMMENT**

- Mr. MacNellis advised that the ALPMC Minutes are not on the updated website; they were on the old website. Ms. Chase suggested that the approved minutes should be forwarded to her, as the newly appointed Council Secretary, and she will post them on the website. The approved Minutes are currently forwarded to Sylvia Horton and then to Kim Hunt.
- Ms. Huxmann stated that she is representing a new group called Protectors of the Preserve. This group is concerned about the green space and they will pay attention to the overlay process. They hope to have influence over the proposed project at the corner of Drake Rd. and Stadium Dr. (Vermeulen property). That land is supposed to be developed for commercial use but the Protectors of the Preserve would like to influence how that happens.
- Mr. Haake does not support the proposed development of the Vermeulen property. He is concerned that there will be an accumulative effect from what the developer plans to construct in that location. There will be leakage from the car wash, hotel, etc. that will reach Asylum Lake.

**VIII. COUNCIL/STAFF COMMENTS**

- None

**IX. ADJOURNMENT**

- The meeting adjourned at 8:55 pm.