

Asylum Lake Policy & Management Council

Thursday, 14 October 2010

7 pm

Parkview Hills Clubhouse

3707 Greenleaf Circle

The recorded comments below are expressions of council members and are not approved policy until voted on. The statements were not recorded verbatim and cannot be used as quotes.

AGENDA:

I. Call to Order

Meeting was called to order at 7:09 p.m.

II. Roll Call

a. Sign-In Roster

Council Members Present: Paul MacNellis, Tim Holysz, Jay Emerson, Mark Hoffman, Frank Wolf, Helen Davis, Tyler Bassett, Duane Hampton

Guests Present: Cari DeLong (Council Coordinator)

III. Adoption of 14 October 2010 Agenda

Helen Davis motioned to approve the 14 October 2010 agenda. Mark Hoffman seconded. All in favor. None opposed.

IV. Approval of 09 September 2010 Meeting Minutes

There were a few suggested changes. Mark Hoffman motioned to approve the 09 September 2010 meeting minutes as amended. Tyler Bassett seconded. All in favor. None opposed.

V. Old Business

a. Entrance Signage

Cari DeLong

Motion: Jay Emerson motioned for the entrance signs to be purchased and installed with sturdy construction with the money for the signs to come from an open Asylum Lake project. Mark Hoffman seconded. All in favor. None opposed.

Discussion:

- Cari presented designs for signs to be placed at the entrances to the Preserve.
- There were a few suggested changes.
- Costs for the signs will be around \$65 per sign and \$15 per post. Including \$500 for installation the total will be around \$2500. The \$2500 can come from one of our open projects.
- Cari will have WMU Landscape Services or Public Safety install the signs.

VI. New Business

a. Drake Road Entrance Project

Tim Holysz and Paul MacNellis

Motion: Duane Hampton moved to approve another \$30,000 to move forward with the construction of the Drake Road entrance. Frank Wolf seconded. All in favor. None opposed

Discussion:

- Paul reported that there were only 5 bidders on the project. The estimate for the project of \$70,000 was low. Bids came back at 99,700.

- Duane moved to approve another 30K to move forward with the project. Frank Wolf seconded.
- Paul asked for discussion.
- Tyler noted that the Council is spending a lot of money on infrastructure and should start on ecological management projects.
- Cari reported that Tyler has developed an RFP for management of some key areas at the property. The management committee will be meeting soon to discuss the RFPs.
- Jay asked if we should wait until spring to get new bids? We risk having to re-grade in the spring if the project cannot be completed this fall since the asphalt plants close in November.
- Helen stated that sometimes it is better to let a parking lot settle over the winter.
- There was discussion of taking out some of the pieces of the landscaping since this is where most of the overage was.
- Paul stated that the landscape costs were necessary components, such as the fencing and pavers but the Construction Committee can take a look at shaving off costs within the landscaping.
- Frank stated that if we re-bid in the spring we risk having the bid come back higher.
- There was general agreement that we should proceed with the project this fall as long as there were no more costs incurred.

b. Parkview Parking Lot Rain Garden

Cari DeLong

- Cari updated the Council on the completion of the rain garden at the new Parkview Ave. parking lot.
- The rain garden was planted with the help of WMU student volunteers. Around 2000 native plugs from a local source were planted.

c. KCF Fund Grantmaking Transfer

Cari DeLong

Motion: Tim Holysz motioned that the Council restrict the spending of the Foundation grantmaking monies so that the amount never goes below \$25,000. Mark Hoffman seconded. All in favor. None opposed.

Discussion:

- Cari reported that this year we have the option of choosing between two different transfer to grantmaking options. She explained the pros and cons of each option.
- There was general agreement that we should take the 5% transfer option.
- Mark suggested that the Council take a percentage of the grantmaking fund and set it aside in a rainy day fund.
- Frank suggested that the Council not set aside a separate fund, but instead never spend below a certain amount.
- Tim suggested the minimum be \$25,000 since that is the amount needed for maintenance of the property.

VII. Project/Special Committee Reports

a. Research/Education Committee

Cari DeLong

- Cari reported on three new applications submitted since our last Council meeting.

- A WMU Ecology class was approved to complete tree measurements in the forest on September 17th and 24th as part of their lab.
- Dr Kohler’s Freshwater Ecology class was approved to perform water quality measurements in a canoe on dates during the fall semester.
- The ROTC department was approved to conduct training at the property on November 5th, 2010. The ROTC declined to use the property due to the restriction on using fake weapons at the property.

b. PR Subcommittee

Cari DeLong

See report on “Entrance Signage”.

c. Trails Subcommittee

Tom Edmonds

No report.

d. Construction Subcommittee

Paul MacNellis

See report on Drake Road above.

VIII. Public Comments

None.

IX. Council/Staff Comments

- Tim reported that he had been contacted by Dave Corstange. He was interested in hosting WMU cross country meets at Asylum Lake Preserve. However, Tim informed him that our Conservation Restrictions Document does not allow athletic competitive events at the property. The cross country team has been practicing there, and will continue to be allowed to practice as long as there are a reasonable amount of people.
- Paul reported that he would like to have a meeting with Research & Education Committee to set parameters for guidance on accepting/rejecting applications.
- Paul reported that the Management Committee met in August to talk about priority areas for management. Tyler put together an RFP to send to consulting companies for these management projects.
- Paul stated that he will be presenting a plan to the Management Committee for a prairie burn in the fall. He passed out a map outlining a section of the prairie he would like to burn.

X. Adjournment

Meeting was adjourned at 8:16pm.