

**COMMERCE, WALLED LAKE & WIXOM (CW2) TRAILWAY  
MANAGEMENT COUNCIL  
WIXOM CITY OFFICES  
49045 Pontiac Trail  
Wixom MI 48393**

**AGENDA  
Wednesday 11 December 2019  
3:00 P.M.**

- 1. Approval of Minutes**
- 2. Public Comment**
- 3. Phase One Construction**
  - a. Construction Update**
    - i. New Ribbon-Cutting Ceremony date: Saturday, April 18?**
    - ii. Depot area discussion**
    - iii. Issue with adjacent property owner/sprinklers**
- 4. Phase Two Design/Engineering/Route/RFP update**
- 5. Adams Billboard Lease Update**
- 6. Trail Manager Report**
  - a. Friends Group feedback, mile marker update**
  - b. Audit services moving forward**
  - c. Ad in Michigan Trails Magazine: discussion**
- 7. New Interlocal Agreement: updates from locals, next meeting**
- 8. Financials discussion as warranted**
- 9. Other matters and next meeting date**
  - a. Next Friends Group meeting Tues, Jan. 7; WL Library**
  - b. Next Trail Council meeting Weds, Jan. 8; Commerce**
- 10. Approve the Warrants**
  - a. Manager of the Air Line Trail**
  - b. Natural Community Services**
- 11. Adjourn**

**Commerce, Walled Lake, Wixom Trailway Council Meeting  
11-13-2019  
3 p.m.  
Wixom City Offices  
Wixom, MI**

**Council members**

David Scott	Commerce	President	Present*
John Owsinek	Walled Lake	Treasurer	Present
Steve Brown	Wixom	Secretary	Present

John Hensler, Manager of the Michigan Air Line Trail

Also Present: Kristen Wiltfang, Karen Wilmot, Gabriel Costanzo, Linda Ackley, Deanna Magee, Sheryl Lucas

Meeting was called to order by President Dave Scott at 3:02 p.m.

ITEM #	DESCRIPTION	ACTION BY
1	Approval of 10-9-2019 Minutes. <b>Motion</b> by Owsinek, supported by Brown, to approve the Minutes of October 9, 2019. <b>Motion Carried unanimously.</b>	
2	Public Comment. There was no public comment.	
3A (i., ii., iii), 3B, 4	<p>Update on Construction/Engineering &amp; Next Steps.</p> <p>Phase One Construction wrapping up. Road crossing paint and electronics still to be installed. RCOG noted that the current terminus of the Trail at Wixom Rd as built would not meet ADA regs, so it was decided to remove the ten feet or so away from the street and re-sod that section. Concerns about installing a railing there were addressed and it was decided to not place a railing in the right of way. A sign will be installed that explains this is the current end of the trail and direct users how to get to the Huron Valley Trail via existing Pontiac Trail sidepath. Mr. Brown indicated that a sidewalk heading south from the trail down Wixom Rd. would likely be installed in the Summer 2020 timeframe.</p> <p>Ribbon-cutting event was postponed due to weather. Because setting a new date requires a 30-day notice to MDOT and MDNR, the event will likely be postponed until spring. When the trail is open to use safely, it will be posted as such on website and social media channels.</p> <p>Manager is consulting with fabricator re: adding bollard caps to the existing bollards. A video on how the bollards should be removed will be produced.</p> <p>Paint striping on Trail. A member of the Friends Group obtained a bid for striping the trail. Discussion followed, it was decided that formal quotes would be obtained in February 2020 for a decision whether to proceed in March/April timeframe.</p>	<p>Phase Two draft engineering RFP to be distributed by Manager after potential route is refined</p>
4	Phase Two: No updates on route. Wixom has gotten approval to purchase their section of the Phase Two route from the DNR. Still working on exerting some influence with area decision-makers regarding railroad crossing. Some meetings are scheduled with Oakland County.	
5	Adams Billboard Lease Update. Commerce has given Adams the go-ahead to	

	begin installation of the billboard.	
<b>6</b>	<p><b>Trail Manager Report.</b></p> <ul style="list-style-type: none"> <li>- Friends: Past/upcoming: no immediate events. Discussion for next year for event on National Trails Day (June 6), a ride along the MALT and the WBT. Coordinating with Motor City Brew Tours. Cleanup events will also be set for next year.</li> <li>- Mile Markers: mile markers and aluminum panels have been ordered.</li> <li>- Website updated with Construction page, FAQ updated, all current.</li> </ul>	Manager to draft Trail Events policy.
<b>6</b>	<p><b>Re-Writing Interlocal Agreement:</b> Manager will coordinate with council members to request their individual reviews of the proposed IA document, and schedule a meeting to determine review and next steps.</p>	
<b>7</b>	<p><b>Financials submitted, discussion as warranted.</b> Revised proposed 2020 operating budget was distributed. Brown moved to approve the 2020 budget as presented, which will still operate under the fund balance. Scott supported, <b>Motion carried unanimously.</b> Further funding discussions for upcoming years may be reflected in IA talks.</p>	Manager to distribute 2020 operating budget as approved by Council.
<b>8</b>	<p><b>Other matters &amp; next meeting date.</b></p> <ul style="list-style-type: none"> <li>• Boulders: still need to schedule Wixom DPW (a Saturday job; will need to compensate) and supplier, when all other work has wrapped up.</li> <li>• A couple of illegal bowhunters were reported along the trail by the DNR</li> <li>• Next regular CW2 Trail Council meeting is Wednesday, December 11, 2019 at 3pm, at the <b>Wixom City Offices.</b></li> <li>• Next MALT Friends Group meeting is Tuesday, Dec. 2, 2019 at 6:30 pm, at the <b>Commerce Public Library</b></li> <li>• <i>Note</i> that in January MALT Friends meetings will shift to WL Library and Trail Council to Commerce.</li> </ul>	
<b>9</b>	<p><b>Approve the Warrants.</b> Brown moved, Owsinek supported payment of the warrant below for payment. <b>Motion Carried unanimously.</b></p> <ul style="list-style-type: none"> <li>• Invoice for the Manager of the Michigan Air Line Trail</li> </ul>	Invoices to be paid.
<b>10</b>	Adjourn. <b>Motion</b> by Scott, supported by Owsinek to adjourn. <b>Motion Carried Meeting Adjourned at 3:57 PM</b>	

## **L. J. Construction, Inc.**

5863 S. Kingston Rd.

Clifford, MI 48727

**Phone (989) 761-0131 Fax (989) 761-0132**

An Equal Opportunity Employer

Gus,

In regards to the sprinkler lines on the East side of Decker Rd and to the south of the trail, the lines in question were and are directly within the right of way of the Airline Trail project and the new path. According to the prints and page 297 of the proposal, the owner is responsible for the utilities they own that are in the right of way of the project.

Note 7 in the construction notes on the prints states "the cost to relocate utilities will be paid for by others". We have repaired at our cost, the lines that were damaged as a result of silt fence installation and the grade work that took place within that area. While we repaired the lines damaged as we were working as a courtesy and to keep the project moving, any further costs associated with any repairs or relocation of the sprinkler line, which should have been relocated prior to the project, are the responsibility of others, not L.J. Construction.

If you wish to discuss further please contact me.

Sincerely,

Gordon Stenger  
L.J. Construction, Inc.  
989-553-6908

**TO:** CW2 Trailway Council/John Owsinek, L. Dennis Whitt  
c/o City of Walled Lake  
1499 E. West Maple Rd.  
Walled Lake, MI 48390

**INVOICE: CW2 Air Line Trail Manager, November 12—December 9, 2019**

**INVOICE DATE:** December 10, 2019

**DESCRIPTION:** Support for the following work from Nov. 12—December 9, 2019:

*Marketing:*

Monthly maintenance/build-out, posting/updating to social media accounts (Facebook, Instagram, NextDoor, Twitter): 4.5 hrs

Construction updates photo & video development, media follow-up: 9 hrs

Additional refinements & development of website, updating pages, archiving 2 hrs  
*15.5 hours*

*Trail Phase One Construction:* including consultation, management, follow-up and direction including coordination and consultation (both phone and on-site) with Design and Construction Engineers and Contractors, preparing digital files for equipment fabricators (mile markers, confidence markers, sponsor panels), etc.

Includes following on-site meetings: Nov. 14, 18, 22, Dec. 3, 5  
*28 hours*

*Meetings/Events:*

11.13 Trail Council Meeting

Hours:

1.75

11.20 Construction Update Meeting

2.0

12.3 MAT Friends Group Meeting

2.0

*5.75 hours*

*Misc administrative tasks:* email, maintenance for MailChimp service (edits/adds to email list, emails to Friends group and to main email list), general phone meetings/consultation, coordination, etc.

*10 hours*

**TOTAL @ \$24/hour**

**\$1,422.00**

**Remit to:** John Hensler  
5045 Mansfield Ave.  
Suite 305  
Royal Oak, MI 48073  
248.506.0942  
SS# on file

Terms: 15 days

**Thank You!**

invoice sam:JWHT121019

Natural Community Services, LLC  
6410 Upper Straits Blvd  
West Bloomfield, MI 48324  
248-513-1909  
info@naturalcommunityservices.com  
naturalcommunityservices.com



# INVOICE

**BILL TO**

Commerce Walled Lake and  
Wixon Trailway  
Michigan Airline Trail  
2009 Township Dr.  
Commerce Twp, MI 48390

**INVOICE #** 2544

**DATE** 12/08/2019

**DUE DATE** 12/08/2019

**TERMS** Due on receipt

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DATE	ACTIVITY	QTY	RATE	AMOUNT
12/08/2019	<b>General:Sales</b> Cut Phragmites all zones per specifications on data sheets DEC 2019			2,950.00
MALT Trail Phragmites cutting		BALANCE DUE		<b>\$2,950.00</b>