

**COMMERCE, WALLED LAKE & WIXOM (CW2) TRAILWAY
MANAGEMENT COUNCIL
VIRTUAL MEETING**

**AGENDA
Tuesday 25 August 2020
3:00 P.M.**

- 1. Approval of Minutes**
- 2. Public Comment**
- 3. Phase Two Design/Engineering/Route/RFP update**
- 4. Other matters and next meeting date**
 - a. Next Friends Group meeting Tues, Sep 1; Wixom Library or Online**
 - b. Next Trail Council meeting Weds, Sep 9; Commerce or Online**
- 5. Adjourn**

NOTE: THIS MEETING WILL BE HELD ELECTRONICALLY AS AUTHORIZED UNDER EXECUTIVE ORDER 2020-154 ORIGINALLY SIGNED BY GOVERNOR WHITMER ON MARCH 18, 2020. MEMBERS OF THE PUBLIC BODY AND MEMBERS OF THE PUBLIC MAY PARTICIPATE ELECTRONICALLY, AS DESCRIBED BELOW.

Reason for allowing participation by electronic means:

As set forth in Executive Order 2020-154, "To mitigate the spread of COVID-19, protect the public health, and provide essential protections to vulnerable Michiganders, it is crucial that all Michiganders take steps to limit in-person contact. These critical mitigation measures include social distancing and limiting the number of people interacting at public gatherings." This includes public meetings.

Procedure for public participation by electronic means:

Under Executive Order 2020-154, in order for the Trail Council to allow electronic participation in the meeting, there must be full opportunity for both the general public and the members of the public body to both hear and be heard at appropriate times during the meeting, particularly during public comment: *"A meeting of a public body held electronically must be conducted in a manner that permits two-way communication so that members of the public body can hear and be heard by other members of the public body and so that general public participants can hear members of the public body and can be heard by members of the public body and other participants during a public comment period."*

The Trail Council will be utilizing the video/audio conferencing platform ZOOM. Members of the public body will be able to hear and speak to each other for the entire meeting. Members of the public will be able to hear (and possibly see) members of the public body during the entire meeting but will only be able to speak during a public comment period.

In order to connect to the meeting through ZOOM and a laptop, PC or smartphone, a member of the public may need to do the following:

- Install Zoom App on mobile device or phone. Download Zoom Client at <https://zoom.us/download> and install on a PC or Mac
- You would then access the meeting (webinar ID: 865 3757 6283) through this URL: <https://us02web.zoom.us/j/86537576283>
- Alternatively, a member of the public can dial in to the meeting (webinar ID: 865 3757 6283) using different numbers. If long distance costs are not a concern, i.e. long distance is included at no cost on your service plan, please call one of the following numbers:

(301) 715 8592 or (312) 626 6799 or (646) 558 8656 or (253) 215 8782 or (346) 248 7799 or (669) 900 9128

If long distance charges are a concern, please use one of the toll-free numbers below:

- 888-475-4499 (Toll Free)
- 877-853-5257 (Toll Free) Members of the public participating in the public comment via ZOOM will wait in a virtual queue until called during the public comment period.

When public comment is permitted, members of the public will be called one at a time, as would happen during an in-person meeting. The Chair will determine the order of public speakers. If you want to speak, you must use the "Raise Hand" feature in order to be recognized and unmuted. When you are unmuted, and you will have three (3) minutes to share your comments to the public body. At the conclusion of your comments or your three (3) minutes, your "talking" feature will be disabled by the Chair who will then continue through the queue.

Procedures by which persons may contact members of the public body prior to a meeting:

Participants may also choose to submit comments that can be read into the record or otherwise contact the Trail Council before the meeting via an email to manager@airlinetrail.com. Comments must be received prior to 11 a.m. on the day of the meeting.

Procedures for participation by persons with disabilities:

The Trail Council will be following its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the Trail Council via email at manager@miairlinetrail.com in advance of the meeting. An attempt will be made to make reasonable accommodations.

Commerce, Walled Lake, Wixom Trailway Council Meeting
8-12-2020
3 p.m.
VIRTUAL /ONLINE meeting — Hosted by City of Wixom via Zoom

Council members

David Scott	Commerce	President	Present
Deanna Magee	Wixom	Secretary	Present

John Hensler, Manager of the Michigan Air Line Trail

Also Present: Kristen Wiltfang, Sheryl Lucas, Karen Wilmot, Fred Dore
Meeting was called to order by President David Scott at 3:12pm.

ITEM #	DESCRIPTION	ACTION BY
1	Approval of 7-8-2020 Minutes. Motion by Scott, supported by Magee, to approve the Minutes of July 8, 2020. Motion Carried unanimously.	
2	Public Comment. No public comment.	
3A (i., ii., iii), iv	<p>Update on Construction/Engineering & Next Steps.</p> <p>Phase One Construction: Phase One walk-through done; MDOT has inspected and found no major issues. Official wrap of phase one coming soon.</p> <p>Road Crossings: Manager asked Council to share contacts of IT staff to send the Road Crossing Video to. New temporary “Stop, Press, Wave” signage installed at road crossings to help drive use of the signals and help boost courtesy on trail.</p> <p>Sprinklers at Hansen’s: Repairs are finished; invoices processing.</p> <p>Opening ceremony: No change. Will be rescheduled when larger gatherings are allowed.</p>	<p>Scott and Brown to provide local IT contacts to send the Road Crossing video to for playback in city hall/libraries, etc.</p>
4	Phase Two: Eleven RFPs for Design Engineering were submitted. Interviews with selected firms are to be scheduled soon.	
5	Adams Billboard Lease Update. Tree removal and re-planting permit applications are still in review at MDOT. No further updates at this time.	
6	<p>Trail Manager Report.</p> <ul style="list-style-type: none"> - Friends: Met online again; 10 participants. Upcoming: Trail Ride sponsored by Motor City Brew Tours has been postponed to Saturday, June 5, 2021 (National Trails Day). The Inside Out art installation is in and will be up until at least mid-October. Attempts are being made to arrange a talk with a DIA rep; Scott suggested setting up a FB live with an art expert/docent might work. Inside Out “selfie” promotion is underway for trail users to get a custom fridge magnet. - Bollards installed; Boulders: need to coordinate with Boulder vendor and Wixom DPW (likely a Saturday in early spring; we will incur some DPW labor costs). Mile markers installed; RCWJF requested a full mile marker for display in their offices; that is in process. 	<p>Manager to draft Trail Events policy.</p>

	<ul style="list-style-type: none"> - Friends Group exploring assigning individual “miles” of trail to group members for periodic trail cleanups as needed. - The Friends Group continues to explore operation as a stand-alone entity - Seasonal maintenance taking place in all three communities. - Lakes Area Community Coalition is planning an event for Sep. 27. Called “Pedal for Prevention,” the event will be a ride that seeks to raise awareness for substance abuse in the community. Links to the event registration will be available on the MALT site. The event will have a socially-distanced focus; participants may also complete the event anytime during the weekend if they do not wish to ride with others. Scott suggested briefing the Wixom and Commerce bike patrols as well. 	
7	Financials submitted, discussion as warranted. No further discussion at this time.	
8	Other matters & next meeting date. <ul style="list-style-type: none"> • Scott asked if we can know how much linear footage was treated for the invasives this year. Manager will ask. • Next regular CW2 Trail Council meeting is Wednesday, Sept 9, 2020 at 3pm, location Commerce or online TBD. • Next MALT Friends Group meeting is Tuesday, Sept. 1, 2020 at 6:30 pm, likely online. 	
9	Approve the Warrants. Scott moved, Magee supported payment of the warrants below for payment. Motion Carried unanimously. <ul style="list-style-type: none"> • Invoice for the Manager of the Michigan Air Line Trail • Invoice for Natural Community Services (invasives mitigation) 	Invoice to be paid.
10	Adjourn. Motion by Scott, supported by Magee to adjourn. Motion Carried Meeting Adjourned at 3:46 PM	