

PROPOSED MINUTES  
LAKETOWN TOWNSHIP  
PARKS & RECREATION COMMISSION  
4338 BEELINE ROAD  
ALLEGAN COUNTY  
HOLLAND, MI 49423  
TELEPHONE (616) 335.3050

March 19, 2008

ARTICLE I. CALL TO ORDER

Chairman Linda Howell called the regular Parks & Recreation Commission meeting to order at 7:00 P.M.

MEMBERS PRESENT: Michelle Sall, Linda Howell, Karen Simmons, Ray Buursma, Chuck Strabbing, Kelly De Witt

MEMBERS ABSENT: Laura Canaan

STAFF PRESENT: Diane Ybarra – Recording Secretary

ARTICLE II. APPROVAL OF MINUTES

The Commission members reviewed the minutes of the February 20, 2008 meeting. Following discussion, the minutes were approved as submitted.

ARTICLE III. TREASURER'S REPORT - - Chuck Strabbing

Treasurer Chuck Strabbing reviewed the bills to be paid as of February 2008. Maintenance: Heavener Property Services – \$421.25, Advantage Building - \$70.00, Veldhof Septic Service - \$140.00; Salaries: \$650.00; Contracted Services: Gene Teusink - \$155.00, Pat Meyer Restoration LLC - \$750.00, Outdoor Discovery Center - \$150.00; Electricity: Consumers Energy - \$8.00 Capital Outlay: Tree Care Inc. - \$4,000, B Comm - \$1,577.00. Following discussion, the Treasurer's Report was filed.

Chuck Strabbing reviewed the status of the overall budget as the fiscal year comes to an end on March 31<sup>st</sup>. The expenses for the new parks brochure have been paid in full. There are monies available to purchase supplies prior to the end of the year. Chuck will review if there are any needs in the tool crib.

ARTICLE IV. COMMUNICATIONS - None

ARTICLE V. CITIZEN'S COMMENTS - None

ARTICLE VI. TOWNSHIP STAFF REPORT

- A. Al Meshkin – no report.
- B. Pat Meyer – no report.

ARTICLE VII. ONGOING BUSINESS

A. TOWNSHIP BOARD REPORT

- i. 2008/2009 Budget – approved
- ii. Staff Coverage

Linda Howell reported that there will be very little staff support in the upcoming year. She asks that the Commissioners communicate via email to keep everyone informed.

B. PARKS COMMISSION SIZE

Ray Buursma commented on his experience as a Parks Commissioner. The position of the Commissioner entails a fair amount of work expended. If the Board retains a position of decision making and not executing, five members would suffice but if execution is expected, it should be a Board of seven.

Karen Simmons asked for potential candidates. Linda Howell stated that she has spoken to Laura Canaan about finding an equestrian person to take her place. Linda expressed concern about reducing the number when there is limited staff support. Michelle Sall stated that she likes having a Commissioner assigned to each park. Chuck Strabbing stated that with seven on the Board it is easier to have a quorum. Chuck may know two individuals that might be interested. He feels even having two part-time Commissioners might be an option. Linda may know a couple of individuals who might be available to serve and she agrees that seven is the best number. There was a general consensus that the Commission size should remain at seven. The paperwork for those interested in a seat is due on May 13<sup>th</sup>. She suggests that Commissioners recruit potential candidates to attend the next meeting.

ARTICLE VIII. NEW BUSINESS

A. HUYSER FARM

- i. Grant Proposal

Linda Howell reviewed the grant proposal that she and Michelle Sall have been working on for improvements to the Huyser Farm. Michelle Sall gave a brief review of the proposal details. The movement of the old Township Hall would be included in this grant. The grant award schedule is mid-to-late summer. The value of the old Township Hall and the crushed concrete are considered part of the matching funds for the grant. Part of the grant approval points is the amount of match dollars available. The numbers reflected in the grant have been extracted from the M.C. Smith & Associates proposed plan. Michelle gave an overview of the grant requirements and process. Michelle asked that the Park Commission members review and proof read the grant document. Linda stated that we have approximately a 1 in 4 chance of being awarded the grant based on the selection criteria. Michelle stated that Al Meshkin felt the grant might have a higher level of approval if hunting would be allowed on the property. Chuck Strabbing asked if the Land Conservancy would allow for hunting. Kelly De Witt stated that it may not be allowed on the portion of the property assigned to the Conservancy easement but it would be allowed on the Township owned property. Hunting is a scoring factor on the grant. The Commissioners felt bow hunting might be feasible with specific guidelines and controls in place.

**Following discussion, a motion was made by Ray Buursma and seconded by Karen Simmons to approve bow hunting of deer and turkey only, on the Huyser Farm within specific guidelines and controls established by the Parks Commission. UNANIMOUS DECISION – MOTION APPROVED**

**Following discussion, a second motion was made by Ray Buursma and seconded by Karen Simmons to recommend the grant for approval by the Township Board. UNANIMOUS DECISION – MOTION APPROVED**

Michelle Sall also noted that a description of the wildlife species should be included in the grant. She asked that the Commissioners provide feedback to her via email this week. Kelly De Witt will search for a previous document that might list wildlife species. Michelle Sall will receive a letter of recommendation from the Outdoor Discovery Center. Michelle stated that the grant is set at 36% percent match and proposes that we amend it at a 30% match. Linda Howell suggests leaving the match amount where it is keeping it more competitive. Michelle feels we might need a DEQ permit but is uncertain what the amount might be. Linda will advise.

The Township Board will hold a special public hearing on March 26 to address the grant proposal.

Linda Howell expressed appreciation to Michelle Sall for the work she has done on the grant.

ii. Blueberry Maintenance and Pollination

Rick Kruid would like to place beehives on the farm to increase pollination which would improve the quality of the berries. He would have them installed by the end of April and take them back out by the first part of June. He would paint the hives green and put them on the far west side of the rows and keep them secluded from wrong doers. The only danger is if someone took the hive box and the bees came out. Rick would have them removed before the picking season begins. Linda Howell asked if there are any markings on the hives. Rick stated that he could come up with something to mark the placement of the hives.

Following discussion, **a motion was made by Chuck Strabbing and seconded by Michelle Sall to approve the placement of the beehives by Rick Kruid. Ray Buursma amended the motion and seconded by Chuck Strabbing to state that the hives would be removed at the discretion of the Parks Commission. UNANIMOUS DECISION - APPROVED**

iii. Driveway Status

Linda Howell reported that there is no update at this time as sorted activity is pending the grant status. This item will be discussed at the next meeting. There was a suggestion that work be done on the driveway at Farview Park. Chuck Strabbing noted that there had been gravel placed on that drive.

## B. PARK WORK DAYS

Linda asked if Commissioners would like to claim their favorite park. Karen Simmons expressed the amount of time that is dedicated to some of the parks. Linda Howell will email the specific park evaluation sheets. Michelle Sall selected Wolters Woods; Karen Simmons will do Shore Acres; Kelly DeWitt will do Sanctuary Woods; Linda Howell will do Huyser Farm and Chuck Strabbing will do Laketown Beach and the old Township Hall. Farview Park will be assigned to Laura Canaan. Linda Howell asks the Commissioners to report by email of any critical items to be addressed in the next month.

The actual discussion of workdays will occur at the next meeting. Chuck Strabbing feels that the workdays are important for park exposure but perhaps the day should be changed. The volunteer attendance was very low on Saturday mornings. Linda Howell suggested working with the ODC and Karen Simmons suggested using local students to serve their community hours. Linda asked that commissioners bring suggestions for volunteer groups to the next meeting.

C. HEAVENER INVOICES

**A motion was made by Ray Buursma and seconded by Karen Simmons to approve the payment of the Heavener invoices. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE IX. CITIZEN'S COMMENTS

Linda Howell raised the question of whether or not the ice rink was used this past year. Linda will ask the Township Staff if they can determine usage.

Terry Hofmeyer noted that the hunters at Huyser Farm may also be hunting rabbits.

Terry suggested that those who worked on the grant be in attendance at the special Board meeting next week.

ARTICLE X. ADJOURNMENT

The meeting was adjourned at 7:26PM.

ARTICLE XI. ASSIGNMENTS

Chuck Strabbing - Check the tool trailer for any purchases that should be made prior to the fiscal year end.

Linda Howell - Research the cost of a DEQ permit as might be needed for the Huyser Farm work.

Park assignments as noted above.