

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

March 18, 2009

ARTICLE I. CALL TO ORDER

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

MEMBERS PRESENT: Michelle Sall, Linda Howell, Karen Simmons,
Chuck Strabbing

MEMBERS ABSENT: Bill Snyder

STAFF PRESENT: Al Meshkin – Township Manager
Diane Ybarra – Recording Secretary
Nick Otting – Parks Maintenance

ARTICLE II. CITIZEN COMMENTS/COMMUNICATION RECEIVED - None

ARTICLE III. APPROVAL OF MINUTES

The Commission members reviewed the minutes of the February 18, 2009 meeting. Following discussion, the minutes were approved as submitted.

ARTICLE IV. TREASURER'S REPORT

Treasurer Chuck Strabbing reviewed the bills to be paid as of February 2009. Maintenance: Advantage Building Maintenance - \$70.00, Veldhof Septic Service - \$150.00; Supplies: Overisel Lumber - \$5.00; Contracted Services: Gene Teusink - \$155.00, Nick Otting - \$520.00; Electricity: Consumers Energy - \$41.32. Following discussion, the Treasurer's Report was filed.

Chuck Strabbing reported that we are under budget with one month remaining in the fiscal year.

ARTICLE V. TOWNSHIP REPORTS

a. Staff

i. Al Meshkin

1. Approval of contract for road/parking improvements at Huyser Farm - Al reported that this would be done after the first of April.
2. Update on gate closing issue – Al reported speaking to Deputy Curnick about this issue and it was decided that the gates would be left unlocked when he is on night duty.
3. Update on CMZ grant request for beach stairs – Al reported that the deadline for this is May 1, 2009. The application will be to construct a second set of stairs above the sand. Michelle Sall will take photos of the current stairs.
4. Disc golf course update – no report from Ben Barton.
5. Al and Linda Howell also noted communication on the City of Holland Parks plan included a note about neighboring municipality parks that should also be included in the next Laketown Township 5-Year Plan due in three years.
6. Al noted that Nick is taking measurement for the pad to be placed for the restroom facility at Sanctuary Woods. Michelle Sall asked if the structure would be visible from the road. Al responded that it would be during certain seasons when foliage is not dense.

ii. Nick Otting

1. Proposal for painting the exterior of the small Huyser Farm house – Nick reported that he is in the process of painting right now and will have an exact cost estimate for labor and materials at the next meeting. He anticipates it will take approximately four days to paint the house. Al Meshkin commented that the exterior painting is part of stabilization of the house and should be at the expense of the Township. Nick has a small amount of hours banked for labor. Linda Howell stated that she would like to check into having the debt crew from Allegan County do the painting. Al Meshkin will

follow-up and advise. Karen Simmons asked if any updating has been done to the interior of the house. Nick replied that he had painted a bedroom, the kitchen and is working on the living room. He also fixed the doors. He noted that there is a drainage issue in the back of the house that he must maintain to avoid water in the basement. This would conclude the major repairs for the house that the Township will take responsibility. Nick asked if the build-up of ice that caused a window to break would be covered to replace. Al explained that it would be the responsibility of the tenant.

2. MSU status – Nick spoke with John Wise from MSU but has not progressed to engage the University in taking on work with the blueberry farm. He will try to schedule a date for a site visit and advise the Parks Commission when that will be.
3. Trial markers – No update.
4. Huyser door locks – completed and additional keys will be left at the Township office.
5. Wolters Woods bathroom skylight - completed
Michelle Sall asked if it might be beneficial to remove the divider on the bathroom structure to deter vandals. Al Meshkin has some idea of where the destruction might be coming from and will suggest more monitoring through means of a camera outside of the bathroom interior. Linda Howell asked Al to price solar motion detector security lights and cameras. Deputy Curnick will make more frequent visits in this area.
6. Tools – Nick has requested a chain saw and cordless drill. Chuck Strabbing stated that he has the chain saw and he will bring it to Nick. (This is one from the tool trailer) Al suggested purchasing a good set of quality cordless tools, which would cost approximately \$400.00. They could be stored in the trailer and Nick would be responsible for battery charging. Linda Howell commented on an opportunity to check with a local auction house selling used tools. Karen Simmons cautioned the pricing and also the warranty issues. Michelle Sall suggested purchasing new to avoid operational issues later. Chuck Strabbing stated that Lowe's just had an ad for their Makita line of tools. Al stated that any tool purchases must be inventoried as assets. Nick stated that he would be happy to sign a note of responsibility for the tools.

Following discussion, **a motion was made by Chuck Strabbing and seconded by Karen Simmons to approve approximately \$400.00 expenditure for new cordless tools. UNANIMOUS DECISION – MOTION APPROVED**

Chuck Strabbing and Nick Otting will go together to shop for tools.

7. Garden Plots – Nick asked if the Commission wanted to move forward with the garden plots at Huyser Farm. The Commission stated this would be a project for the future. Michelle Sall advised that there is a well head on the property. Linda Howell suggested using this summer to make plans for this project to be done in 2010. It may be possible to use the debt crew for some of this preparation work. Nick stated that he is planning to purchase a small tractor for personal use. Would the Commission be interested in purchasing it? The Commission decided that it is not prepared for this yet.

iii. Board Report – Chuck Strabbing

1. Chuck reported that the bike path concerns were raised at the meeting. Some individuals are concerned about the length of the right of way from the road.

ARTICLE VI. OLD BUSINESS

A. HEAVENER PROPOSAL (mowing/plowing/maintenance)

Al Meshkin reported that the pricing would be the same as last year. Linda Howell stated that she would like to know what the acreage would be in order to consider alternate bids. Al replied that he is hesitant to go outside for additional bids when Heavener's service is reasonable and very responsive. Heavener is also a Township resident. Chuck Strabbing asked if the mansion could be mowed less as he feels it is too short. Al will talk to Heavener about that. Al stated that he is asking for bids on the Fire Department grounds only this year. Al will email the bids he receives to the Commission for their information.

B. CHUCK – BEES AND BRUSH HOGGING BLUEBERRIES AT HUYSER FARM

Chuck Strabbing and Michelle Sall have spoken to the bee contact. He will bring out one hive out to the farm this year. Chuck did not have an update on the brush hogging. Al stated that Praxis would be scheduled later in the season.

C. KAREN – APPROVAL OF HUNTER PICTURE FOR USE IN NEWSLETTER – No update.

D. BILL – ODC PROGRAMMING

Bill Snyder was not at the meeting to discuss but provided an update via email to the Commission to be further discussed at the next meeting. Michelle Sall suggested moving forward with the partnership.

Following discussion, **a motion was made by Michelle Sall and seconded by Karen Simmons to contract with the ODC to do eight (8) programs this year at \$1,000.00 (\$125.00 per program). UNANIMOUS DECISION – MOTION APPROVED**

Chuck Strabbing expressed concern over the expenditure due to the low attendance. He would like to re-evaluate after one year. Karen Simmons stated that more marketing and advertisement would be beneficial to increase awareness. It would be important to set the program dates for the entire year. Linda Howell suggested communicating to the home schooled families. Al stated that specific information will be needed from Jamie at ODC and he will follow up on that. Michelle confirmed there would be no charge to attendees for these events.

E. LINDA/CHUCK/AL – NICK’S LIST

Nick Otting stated that the list is working very well. Linda Howell asked that he make an inventory list of all tools in the trailer and any other locations they might be at. Linda suggested including purchase dates on the list for future reference. Nick will do a weekly check of each park according to the list. Nick asked what should be done if he sees quad runners in the parks. Al responded that he should contact the police if this should happen in the future. Linda added that the trail markers should be checked each summer. A coordinated effort would be necessary to set up and tear down the ice rink. This list is a work in progress. Nick will check with Pat on what items from the Huyser Farm she might want for the Felt Mansion and he will report back to the Commission.

F. HUYSER MEMORIAL

Linda Howell circulated examples of memorials and pricing information for Commission review. She will further explore pricing and options. Michelle Sall suggested putting the memorial in the center of the circular driveway on a tiled foundation. Linda also suggested it be secured to avoid vandalism. The estimated cost may be approximately

\$4,000 - \$4,500. Ideally, it would be done after the road improvements are completed. Karen Simmons asked where the plaque would be in conjunction with the statue piece. It would be near the statue. Chuck Strabbing cautioned about spending too much on pavers, etc. Linda Howell asked that Al check on quotes for that portion of the project. It was also suggested that fieldstone be put around the statue to avoid it being damaged by automobiles. Karen Simmons will follow up on the memorial plaque piece.

ARTICLE VII. NEW BUSINESS

A. MSU EXTENSION SPRING SALE – HUYSER APPLE ORCHARD

Linda Howell suggested that trees could be purchased for the Huyser Farm if the Commission is interested. It was decided that more discussion is needed to determine what direction to take the orchard.

B. FARVIEW PARK

Chuck Strabbing would like to work on Farview Park with Nick Otting for the initial clean up of the trails.

ARTICLE VIII. ADJOURNMENT

The next meeting will be held on April 22, 2009 at 7:00 P.M. The meeting adjourned at 8:35 P.M.

ARTICLE IX. ASSIGNMENTS

Michelle –

- Take photos of the current condition of the Laketown Beach stairs

Al –

- Coordinate scheduling the Allegan County Debt Crew to paint the small Huyser Farm house
- Get quotes on security motion detector lights and also cameras for Wolters Woods
- Follow up with Jamie on the details of the ODC programs
- Get bids on the mowing of GFD and email to Commission members
- Get quotes on foundation pavers for the Huyser Farm memorial

Karen –

- Get approval from the hunter to use his picture in the fall newsletter
- Follow up on the memorial plaque pricing for the Huyser Farm

Linda –

- Send a sympathy card to the Teusink family on behalf of the Parks Commission

Nick –

- Schedule a date for the MSU site visit at Huyser Farm and advise Commission accordingly
- Contact Pat Meyer concerning what pieces of equipment she might want from the Huyser Farm for the Felt Mansion

Chuck and Nick –

- Shop for a quality set of cordless tools