

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

May 21, 2008

Held at Huyser Farm

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, Chuck Strabbing, Kelly De Witt, Ray Buursma

MEMBERS ABSENT: Laura Canaan

STAFF PRESENT: Al Meshkin – Township Manager
Diane Ybarra – Recording Secretary

ARTICLE II. APPROVAL OF MINUTES

The Commission members reviewed the minutes of the April 16, 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 April 2008. Maintenance: Virg's Refuse - \$525.00, Heavener Property Services - \$4,244.00, Veldhof Septic Service - \$340.00, Gary Molengraff - \$504.00; Contracted Services: Gene Teusink - \$155.00; Electricity: Consumers Energy - \$8.00 Salaries: Laura Canaan - \$120.00, Kelly De Witt - \$120.00, Ray Buursma - \$180.00, Chuck Strabbing - \$140.00, Michelle Sall - \$195.00, Karen Simmons - \$180.00, Linda Howell - \$210.00. Following discussion, the Treasurer's Report was filed.

Chuck reported that the percentages for the budget are not available at this time.

ARTICLE IV. COMMUNICATIONS

A. HOPE COLLEGE PROFESSOR'S REQUEST

Linda Howell reported receiving a proposal from Hope College Geology Professor Brian Bodenbender in regards to doing a study of the dune movement at Laketown Township Beach.

Professor Bodenbender was present at the meeting and explained the proposal which would include digital photogrammetry for topography of the dunes. The study would involve building 3-dimensional models of the dunes calculating the movement from one year to the next. Tent pole markers would be strategically buried to measure the change. The markers would be unobtrusive and be placed primarily in the dune grass area away from foot traffic.

Linda Howell expressed concern over barefooted beachgoers stumbling on the pipes. Professor Bodenbender explained that approximately one dozen poles would be buried just below the surface away from the foot traffic areas and retrievable by using a metal detector. He also noted that it would be necessary to walk along the rim of the dune to place the poles. Al Meshkin advised that there are areas of private property and he would provide a survey to indicate areas to be avoided. Karen Simmons asked that the Township be made aware of the study's progress. Chuck Strabbing asked that if approved, it be under the condition that the Township could terminate the agreement at any time.

Following discussion, **a motion was made by Chuck Strabbing and seconded by Karen Simmons to approve the beach study proposal presented by Professor Brian Bodenbender. UNANIMOUS DECISION – MOTION APPROVED**

B. VOLUNTEER DAYS EMAIL

An email was received from a resident asking for upcoming Saturday dates for the parks volunteer days. She was responded to with the information that the day had been changed to Monday evenings. Unfortunately, the individual works a second shift job.

Linda Howell expressed appreciation to Michelle Sall for the many photographs and articles she has provided covering recent work days and park events.

C. JOE POVENZ PHOTOGRAPHY REQUEST

A request was made by Joe Povenz to set up a photography blind at Huyser Farm. Mr. Povenz does nature photography primarily as a hobby and would love to capture the wildlife at the Huyser Farm.

Linda Howell commented that it would create awareness for the parks. Michelle Sall commented that Sanctuary Woods is another excellent venue for photography many different bird species. Ray Buursma asked that Mr. Povenz share any prime photography locations with the Parks Committee.

ARTICLE V. TOWNSHIP STAFF REPORT

- a. Al Meshkin presented a proposal received from T-Mobile to install a cellular tower at Wolters Woods Park. The tower would generate a minimum of \$1200 per month to start with potential for \$3400 per month if the maximum number of carriers were applied. It would be a 5-year lease with a 5-year renewal option.

Karen Simmons stated that she would like to see the exact location in question. Al Meshkin responded that the parcel is east of the park. Ray Buursma asked why another tower should be installed and Al responded that the current tower on the Teusink property is full. Linda Howell questioned whether or not it would be permissible with the current grant that is in place. Al stated that he would require T-Mobile to research the feasibility with the DNR. Ray Buursma asked if it would be visible from the trail. Al responded that it would be a monopole and would likely be visible only above the tree line. Michelle Sall asked how much of the property would be required. Al responded it would need a minimum of 40' x 40'. There was much discussion as to whether or not land could be purchased by the Township and then leased to the vendor as a means to generate revenue. Al will further pursue the noted inquiries and report back.

Al Meshkin reported that the County Debt Crew has been working to remove the sand from the stairs and decks at Laketown Township Beach. The gate at Wolters Woods Park will be repaired by Heavener as well as removing the graffiti from the building there. Karen Simmons noted that wood chips need to be placed in the play area of the park and Linda Howell commented that the large brush pile should also be removed. Al reported that the broken stair rail at Sanctuary Woods has been repaired. There is a small building structure at Shore Acres Park that is available to be moved to Huyser Farm if the Commission would like to see it used as a picnic shelter there. Michelle Sall asked if Farview Park might also be an option. The Commission will review the structure at the June meeting. Chuck Strabbing noted that the entire

building at Wolters Woods should be repainted as well as the parking lot bollards need repair.

ARTICLE VI. OLD BUSINESS

A. TOWNSHIP BOARD REPORT – Chuck Strabbing

Chuck Strabbing reported that a question was asked at the Township Board meeting in regards to the amount of mustard weed is growing at Huyser Farm. He responded that there is a considerable amount growing at both Huyser Farm and Wolters Woods. It may be necessary to have a group of volunteers work at both parks to remove the weed. Linda Howell offered to contact the Nature Conservancy for assistance.

B. PARKS COMMISSION ELECTIONS

Linda reported that reelection petitions were submitted by Chuck Strabbing, Michelle Sall, Linda Howell and Karen Simmons. Bill Snyder will submit an application in July to run as an independent. Karen Simmons stated that she may know a couple of residents that might be interested and she will direct them to the Township Hall for details. Linda stated that only nine signatures are needed to run as individual write-in to be submitted no later than the Friday prior to the election. Those interested must be registered voters in Laketown Township.

C. HUNTING REGULATIONS

Karen Simmons will contact Paul Smith for assistance in drafting a proposal for hunting regulations.

D. PARK WORK DAYS/VOLUNTEER DAYS

It was noted that a new sign should be placed to create awareness when volunteer work days are scheduled at each particular park. Al Meshkin will look for the sign that was used in the past. Michelle Sall will contact Signs Now to determine if the current signage might be retrofitted.

i. Graffiti at BMX Track

Ray Buursma offered to paint over the graffiti at the BMX Track during the second week of June.

E. DISC GOLF

Ben Barton presented a drawing of a course layout and explained the proposed disc golf course in detail. Mr. Barton noted that he may have a volunteer that would be willing to brush hog portions of the grounds for the course. He mentioned having spoken to a number of the Saugatuck merchants who would be willing to sponsor a hole or support the effort by offering equipment for sale in their stores. Ben mentioned being able to get the course started with a menial cost of \$400 for materials. He would also continue to solicit for donations to the project. The Parks Commission asked that Mr. Barton mock up a basket for review at the June meeting to be held at Shore Acres Park. It was also mentioned that local artists may be interested in designing artwork for each particular hole.

ARTICLE VII. NEW BUSINESS

A. EMAIL DISTRIBUTION LIST – No report.

B. PARK INVENTORIES

Per the above Township Staff report, Al Meshkin reported on maintenance that has been made to several parks noted.

C. PARK WORK DAYS

New signage will be put in place to better create awareness of the Park Work Days.

ARTICLE VIII. CITIZEN’S COMMENTS

Linda Howell asked the Commissioners for input on Capital Improvements in regards to potential grant availability and where the Parks Commission should funnel their efforts. Linda noted that there may be an opportunity to apply for a grant through the Holland/Zeeland Foundation as early as June 8 or October for the next application deadline. Michelle Sall suggested pursuing restrooms for each park. Chuck Strabbing and Linda Howell suggested acquisition of lakefront property accessible to the public. Ray Buursma referred to the two Master Plans that are in place for Huyser Farm and also the Township Hall park project.

ARTICLE IX. ADJOURNMENT

The meeting was adjourned at 8:20PM.

ARTICLE X. ASSIGNMENTS

Al – Pursue the T-Mobile Tower information

Advise Glen Heavener of work to be done at Wolters Woods Park, i.e., wood chips, painting and parking lot bollard repair

Linda – Email the Nature Conservancy in regards to support for the removal of mustard weed

Michelle – Contact Signs Now to determine if the current banner signs can be retrofitted to accommodate individual parks and dates

Ray – Paint over the graffiti at the BMX track