

PROPOSED MINUTES
LAKETOWN TOWNSHIP
PARKS & RECREATION COMMISSION
HELD AT
HUYSER FARM

June 16, 2010

ARTICLE I. CALL TO ORDER

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

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

MEMBERS ABSENT: Bill Snyder

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

ARTICLE II. CITIZEN COMMENTS/COMMUNICATION RECEIVED

A. GARY RILEY – BEACH STAIRS

Linda Howell reported receiving communication from Gary Riley in regards to the condition of the beach stairs at Laketown Beach. Once Linda made him aware of what actions have been taken to repair and clear the stairs he was more understanding. He did comment about some late night parties and excessive noise.

Michelle Sall commented that she was amazed at how much the debts crew had cleared the sand from the stairs, it was just amazing.

B. SHORE ACRES MOUNTAIN BIKE TRAIL – MARK KAPPEL

Mark Kappel is involved in the Michigan Mountain Bike Association and asked permission for the club to work on improvements to the current mountain bike trail on the Shore Acres property. They would like to clear the path and corridor so people can travel it and enjoy the scenery. He also spoke to Ben Barton about promoting continuity in both activities in the park, the disc golf course and the mountain bike trail. He would like to work together to have the trail complement the current park. The old trail has a length of about 1.5 miles and the club would like to add about half mile to the trail. In some areas where the disc golf course exists there would be changes to avoid conflict in activities.

Al Meshkin reviewed the map showing the detail of the Township property in conjunction to the proposed trail. Mark explained they wanted to be sensitive to the neighbors and the rules of the Saugatuck Dunes State Park. Mark provided a hand-out of the proposed trail. Ben Barton and Mark discussed an area of potential conflict with one of the tee pads. Linda Howell asked what the plan was for the old BMX track in the middle of the park. Mark responded that it was valuable in its time but they would now like to excavate it and make it more aesthetic and beautify the park to remove the eyesore. The club is not asking for any financial support from the Township. Mark also pointed out the unattractive artwork on the small gazebo type structure that was used for the track. The cleanup on an ongoing basis would also be taken on by the bike club in exchange for the use of the trail. Mark noted that there are no markers on the State Park trail right now and they would like to clearly delineate the Shore Acres Park from the State Park. The MMBA (Michigan Mountain Bike Association) is willing to provide the necessary equipment to clear the trail. Karen Simmons asked if the golfers and bikers would be able to live in harmony out there. Ben Barton explained there is plenty of property and he feels they would have no issues. Ben and Mark both stated that it is also a walking trail so others would be able to use it for that reason. Michelle Sall stated that Hamilton Public Schools does not have a cross country trail so they would love to have the use of such a trail. Chuck Strabbing stated that he sees numerous areas where the path would be close to the disc golf baskets so Mark and Ben would have to work that out. As far as the old BMX track, he would like to see all of the buildings and other structures gone to alleviate the vandalism. Mark responded that he sees no reason for keeping them and Ben agreed the golfers do not use any of that either. Al Meshkin stated that all of the scrap wood and other items could be placed in the large dumpster that is on the carriage house property. Mark asked about the fencing, could it be removed. Al does not see a problem removing it. Ben said he would like to see it repaired as the golfers use it as a border. Henry Kappel stated that his son went to college where mountain biking was a popular activity. He pointed out that it is not limited to younger people but older people do it as well. He thinks there would be a very nice mix of people that would take advantage of the trail. Al Meshkin stated he noticed the same mix of nice people at the disc golf course.

Following discussion, **a motion was made by Chuck Strabbing and seconded by Michelle Sall to approve the proposed renovation of the mountain bike trail at Shore Acres Park as described by Mark Kappel and the documents he provided. UNANIMOUS DECISION – MOTION APPROVED**

Wendy Van Huis commented the current BMX bike path has been an eyesore to the township for a long time and if this is the same group, she would like to see their feet held to the fire this time to ensure this does not happen again.

C. DISC GOLF – BEN BARTON

Ben expressed gratitude to the Parks Commission for allowing him to lead the initiative of the Disc Golf Course and also to Glen Heavner, the excavating company and all of the other volunteers involved in making the course a success.

ARTICLE III. APPROVAL OF MINUTES

The Commission members reviewed the minutes of the May 19, 2010 meeting. The minutes were approved as written.

ARTICLE IV. TREASURER'S REPORT

Treasurer Chuck Strabbing reviewed the bills to be paid as of May 2010. Maintenance: Advantage Building Maintenance - \$110.00, Veldhof Septic - \$225.00; Contracted Services: Joyce Teusink - \$150.00; Salaries: Nick Otting - \$620.00.

Following discussion, the Treasurer's Report was approved as submitted.

ARTICLE V. TOWNSHIP REPORTS

- a. Staff
 - i. Huyser Memorial/Blueberry Jam Update – Nick Otting

Nick provided a proposed flyer for the event and also a rough draft of the gazebo. He has been working on getting quotes for the materials. Michelle Sall pointed out the spelling of the Huyser name. The print cost of the Blueberry Jam flyer can be done for one fifth of the typical cost through Grand Valley State University. The gazebo concrete will be done and then he will order the materials from Overisel Lumber. He has a list of volunteers that have committed to working the event. He will email the commission a list of duties. Nick talked to the plaque company and a bronze plaque would be \$1400.00 for an 18 x 22 from Lakeshore Industries. He has contacted one or two other suppliers but has not received a response. Karen Simmons said she may be able to negotiate the pricing with Lakeshore Industries. Al Meshkin stated that Al Weener mounted the plaque on the stone at Farview Park and may be willing to do this one as well. A large boulder will have to be obtained if none is found on the property. Al suggested contacting Phil Brewer at Brewer's City Dock in Holland for a quote on a price and delivery. It is uncertain as to whether or not the plaque will be available in time for the July 25 event. The gazebo would be as noted in the diagram Nick provided but without the floor as it will be nailed to concrete. He received a quote of \$3800.00 for materials from Menards and will also check with Lowes. Overisel Lumber has committed to matching the lowest bid. Nick reported that he did not get pricing on the benches and the bench outlined in the gazebo diagram would not be included. He suggested either a concrete bench or picnic tables but will focus on getting the gazebo up first. Michelle Sall said she feels many people take their own chairs. Michelle Sall asked about the curb in the center of the drive. Al explained there will be green space surrounding it. The circle is 30-feet in diameter with the gazebo at 16 feet, concrete at 24 feet and a 4-foot strip of grass around it. Michelle suggested putting stones around it to deter cars from getting too close to it. Al asked if we go with the plaque on the stone, would you want it in the center facing the road so people can see it when they come in. Linda Howell said a

large one would be impressive and deter a car from striking the gazebo. Michelle suggested putting it inside the gazebo. Linda said there is a gazebo on 32nd Street and Morningstar Avenue that Nick should look at for suggestions of the actual set-up.

In regards to the musical show itself, there are two things Nick noted that he would like to advertise in the Holland Sentinel, Grand Rapids Press and the Local Observer in their event calendar section which would be at no charge. He would also like to advertise on 92.7 the VAN. Brent Allen from the station would do interviews with the bands at least two weeks prior to the show. The normal cost for this is \$800 but because we are a non-profit, it will be \$299. He feels if the bands and location could be mentioned it would almost guarantee a success for the event. Karen Simmons asked if part of the printing cost would include flyers that could be put up around town. Nick confirmed that it would and he could do it for about \$100. He would put them in Holland, Saugatuck, Fennville, Grand Haven. Al asked what the ticket cost will be. Nick responded \$5 for adults and 12 and under are free. There would have to be wrist bands applied at the door to identify minors. Nick said he will not use Brown Paper Bag for the tickets but use Grand Valley and not have tickets available for purchase on line. Al stated that the Holland and Saugatuck Visitors Bureaus would probably be willing to sell the tickets. Nick feels that the on-line sales would conflict with the band members selling the 50 tickets they will receive of which they will keep one half of the revenue for the tickets they sell. So far the bands performing will be Trio Nouveau, Derek and the Little Brothers and Nick's band Indacoda Blue. Nick asked what the status is of the coordination efforts with the Friends of the Felt. Al stated that they had not yet finished the conversation concerning the event. Nick stated that he has not been able to find any food vendors at this time. There were no schools interested in doing it. Karen asked if the date had been researched to make sure it does not conflict with area events. Nick said he googled events and also checked local calendars. Al asked how much labor is available. The alcohol serving area must be completely fenced in and closely monitored. Nick explained the layout, where parking would be, canopies for the gate opening, fencing for the alcohol serving area, the entrance of the park would be accessible and someone would be monitoring that area. Al Weener has agreed to put up his portable band stage/shelter. HIS Distributors will have their truck stationed near the road area. Miller Light, wine coolers, Saugatuck Brewery are the beverages to be served. 92.7 VAN would also broadcast the show for free on sight with a live feed. Karen Simmons commented that the \$299 for the advertising is a great deal. Al Meshkin asked Nick to get the pricing and details of that commitment in writing. Linda Howell asked about apparel to identify volunteers. Nick found a very cost effective arm band that could be used. He will meet with the volunteers prior to the event. He will also meet with IHS on the pricing of \$4 for a glass of beer and \$5 for a glass of wine. Linda Howell suggested forming a sub-committee to go over the details for the food and beverages. Linda asked Karen to assist Nick in this effort and also Al for guidance. It is important to have trained people to check ID's. Nick has about 15 volunteers and Linda commented that he should at least double that. Karen said it is important to have enough volunteers to alleviate long waits provoking impatient attendees. Nick asked if advertising two food vendor opportunities at \$200-\$300 per slot would be an option. Karen suggested delegating that to the subcommittee. Al suggested doing a pig roast and charge by the plate. Chuck agreed that the schools are not

dependable during the summer months. Karen will follow up with Blue Star Meats. Linda also suggested a made to order pizza wagon. Michelle asked if Blue Star does beverages. She also mentioned having a team of athletes that may be interested in working at the event. Chuck asked what kind of generators will have on site for the event. Nick said he will have two 3500 watt generators. Chuck said Frosty's has an ice cream wagon they lease that you would operate. Al cautioned about the health department details so suggested letting professionals do it.

Security, first aid, trash cans were all items mentioned for discussion. Nick has thought about the first aid and wondered how much it would cost to have a responder on site. Al suggested asking Cal Haverdink if the fire department would be willing to have someone on site. Linda asked if anyone had contacted the Huyser Family. Nick will contact Esther Van Slooten at Port Sheldon Township Office. Linda asked if anyone had contacted the neighbors. Nick will contact the Finn family.

Chuck asked about what would be needed for tents. Nick said he has some available but would like some sort of sun shelter the size of 15 x 25. Chuck said he has one 12 x 16 that he would donate for use. He will set it up and contact Nick so he can see it.

Linda provided copies of the text that Michelle Sall created for the plaque. There was some concern about the length of the text. Linda asked that everyone review it and email their suggestions to Al. Al suggested the first the two lines of dedication as the cost is determined by character. The remainder of the text could be posted on the communication board. Nick stated that the board would be repaired when the gazebo is built. Karen will investigate the size of the font and characters.

ii. Sanctuary Woods Port o Potty – Nick has no update at this time.

iii. Wolters Woods Repair List –

Chuck reported Keith Becksvoort helped a great deal with the repairs at Wolters Woods. Ms. Teusink is worried about the trees encroaching on the bike path making it difficult to see for the cars and the pedestrians. Chuck and Keith cleared about 20 feet of the path and now if you come out of the parking lot you can see the path and the bikers can see the cars. The graffiti has been removed from the buildings. The toilet paper dispensers must be ordered and he will install them. Linda stated that she received a call from someone about keeping the dogs on the leashes. Are there any signs about the dogs on leashes? Al confirmed that there are no dogs allowed at that park. Linda suggested that a larger sign should be put up. Chuck said when they were there a man in a more expensive car pulled up and put his trash in the receptacle. Chuck addressed it with the gentleman in a non-confrontational manner. This also occurs at the disc golf course on some occasions. It is difficult to control this type of behavior.

b. Township Board Report – Chuck Strabbing

Chuck reported a request was made by Terry Hofmeyer to have a grand ribbon cutting ceremony to celebrate the new bike path. The Board would like to do this at the July 14 Township Board meeting. The ceremony will be held on the bike path across from the Township Hall. Al suggested that we should use yellow caution tape. Linda suggested asking Mark Kappel for some of the bike club volunteers to help and be present. Linda will contact Terry on the details.

ARTICLE VI. NEW BUSINESS - None

ARTICLE VII. OLD BUSINESS

A. GRANTS

Michelle Sall asked if there has been any response to the grant requests made earlier this year. Linda Howell responded that it will likely be a few more months before we receive any responses.

ARTICLE VIII. ADJOURNMENT

The next meeting will be held on July 21, 2010 at 7:00 P.M to be held at Huyser Farm. The meeting adjourned at 8:28 P.M.

In closing, Township Clerk Wendy Van Huis commented on what a great job the Parks Commission is doing for the Township.

ARTICLE X. ASSIGNMENTS

Karen –

1. Contact Lakeshore Industries on pricing for Huyser Farm memorial plaque.
2. Chair the sub-committee in support of Nick on the food/beverage aspect of the Blueberry Jam event.

Linda –

1. Contact Terry Hofmeyer in regards to coordinating the ribbon cutting ceremony for the new shared use path to be held at the next Township Board meeting on July 14.