

PROPOSED MINUTES
LAKETOWN TOWNSHIP
PARKS & RECREATION COMMISSION
AT
TOWNSHIP HALL

January 15, 2014

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, Chuck Strabbing, Michelle Sall,
Karen Simmons
MEMBERS ABSENT: Bill Snyder
STAFF PRESENT: Al Meshkin – Township Manager
Diane Ybarra – Recording Secretary

ARTICLE II. ELECTION OF OFFICERS

Chairperson Linda Howell opened the floor for the nomination of officers.

A motion was made by Linda Howell and seconded by Chuck Strabbing to nominate Bill Snyder as Treasurer. UNANIMOUS DECISION – MOTION APPROVED

A motion was made by Michelle Sall and seconded by Karen Simmons to nominate Linda Howell as Chairperson. UNANIMOUS DECISION – MOTION APPROVED

A motion was made by Linda Howell and seconded by Karen Simmons to nominate Michelle Sall as Vice Chair. UNANIMOUS DECISION – MOTION APPROVED

ARTICLE III. CITIZEN COMMENTS AND COMMUNICATIONS

A thank you note was received from Lloyd Wolters for clearing the brush away from the bike path and driveway at Wolters Woods Park.

ARTICLE IV. CONSENT AGENDA

a. Approval of Minutes
Following discussion, the November 20, 2013 minutes were approved as written.

b. Approval of Treasurer's Report

Linda Howell reviewed the bills to be paid as of November and December 2013. Maintenance: Veldhof Septic - \$480.00 (Nov), \$480.00 (Dec), Heavener Property Svc - \$418.50 (Nov), Advantage Building - \$110.00 (Nov), \$110.00 (Dec), Menards - \$397.60 (Nov), \$366.31 (Dec), Laketown Electric LLC - \$559.50 (Dec), Action Heating & Cooling - \$424.32 (Nov) \$331.41 (Dec), CHS - \$127.20 (Nov), Chef Container - \$40.00 (Nov), Jason Schrottenboer - \$4,250.00; Salaries: Robert Jerow - \$155.00 (Nov), \$150.00 (Dec); Township Hall Park: King & MacGregor - \$890.00 (Nov), MC Smith Associates - \$1,693.45; Supplies: Robert Jerow - \$7.00 (Dec), Graafschap Hdwe - \$184.49 (Nov), Menards - \$2.29 (Nov), \$96.07 (Dec); Electricity: \$23.38 (Nov), \$46.76 (Dec).

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

ARTICLE V. TOWNSHIP BOARD REPORT

Al Meshkin stated that nothing was mentioned at the meeting regarding the Parks Commission.

ARTICLE VI. STAFF REPORTS

Township Manager – Al Meshkin submitted a written report from Dan Williams with an overview on his activities for the month. Al mentioned that Dan has shoveled the stairs at Sanctuary Woods on several occasions and was much appreciated by the park visitors. Al will direct him to remove all the brush between the bike path and the road at Wolters Woods so the park is visible from the road. Dan is spending most of his time at the mansion and at the fire station during the winter months and will be much more active in the parks when weather permits. Chuck Strabbing stated he knows what he is doing, isn't afraid of hard work but sometimes needs to be given direction. He responds after first requests for any task given. Al stated he would like to see him learn how to plaster for future work at the Huyser House. Overall, Dan is doing a great job.

- a. Recreation Complex – Al reported that the sealed bids are due to MC Smith & Associates by 5pm on Friday, the 17th. Several contractors have been out to look at the project. Linda asked if the baseball grant had been submitted yet and Al responded he has not completed the grant application yet.
- b. Beach Stairs – Linda asked if Jason Schrottenboer has been contacted regarding the stair maintenance. Al will contact him this month.

ARTICLE VI. OLD BUSINESS - None

ARTICLE VII. NEW BUSINESS

- a. February Meeting – Chuck noted that he will not be at the February meeting.

ARTICLE VIII. ADJOURNMENT

The meeting adjourned at 7:11 P.M.

Assignments:

AI –

1. Contact Jason Schrottenboer regarding stair maintenance for the 2014 season at Laketown Beach