

PROPOSED MINUTES
LAKETOWN TOWNSHIP
PARKS & RECREATION COMMISSION
AT
TOWNSHIP HALL

February 15, 2017

ARTICLE I. CALL TO ORDER

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

MEMBERS PRESENT: Michelle Sall, Karen Simmons, Jan Lozon,
Jim Johnson, Ryan Bosscher
MEMBERS ABSENT: None
STAFF PRESENT: Diane Ybarra – Recording Secretary

ARTICLE II. CITIZEN COMMENTS AND COMMUNICATIONS

Sall reported receiving an email dated January 23, 2017 from Keith Eldred from the Michigan Department of Agriculture and Rural Development regarding the infestation of Hemlock Woolly Adelgid. Eldred reported the pest had been found in Sanctuary Woods and also residential areas west of the intersection at 147th and 66th.

Sall reported receiving an email dated January 25, 2017 from Jamie Krupka of ODC postponing the falconry at Huyser Farm due to the lack of snow. Conditions permitting, it will be held before the end of the winter season.

ARTICLE III. CONSENT AGENDA

- a. Approval of Minutes

Following discussion, **a motion was made by Lozon and seconded by Simmons to approve the January 18, 2017 minutes as written. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE IV. APPROVAL OF TREASURER’S REPORT

Johnson reviewed the bills to be paid as of January 2017. Maintenance: Veldhof – \$400.00; Salaries: Robert Jerow - \$205.00, Michelle Sall - \$150.00, Karen Simmons - \$120.00, William Snyder - \$140.00, James Johnson - \$120.00, Janice Lozon - \$120.00; Contracted Services: John Kunkel - \$155.00; Electricity: Consumers Energy - \$22.57; Taxes: \$65.41.

Johnson reported that there was nothing unusual with billing. He would like to see more detail on the invoices to show which parks are being billed for what services. Johnson also expressed a desire to find a different vendor for the portable restroom facilities and Simmons concurred. Johnson asked what the Consumers Energy is for and it is for the Old Township Hall.

Following discussion, **a motion was made by Lozon and seconded by Bosscher to approve the Treasurer’s Report as submitted. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE V. TOWNSHIP BOARD REPORTS – JOHNSON

Johnson reported that the Fire Chief gave an update on the new fire truck being ordered that will be 4-wheel drive. Several residents commented strongly on their desire to have high speed Internet in the township. The Board had no update on the progress of the Internet. The 2017 road resurfacing was reviewed and approved.

ARTICLE VI. TOWNSHIP STAFF REPORTS – No report.

ARTICLE VII. OLD BUSINESS

A. BEACH STAIRS

1. Maintenance Proposal – Sall discussed the revised proposal from Schrottenboer. Bosscher stated that he feels it is reasonable. Johnson asked if there is potential for the land acquisition to impact this decision. Sall stated it would not because the grants are for FY 2018. Lozon stated that the land acquisition will not dismiss the need for the stairs. It is likely that no matter what the future holds, beachgoers will still climb on the dunes. Lozon expressed concern to maintain stairs for the beach comprised of some sort of material whether it is metal or continues to be wood. Sall stated at the last meeting, a breakdown of the Schrottenboer proposal was requested to determine if there are items that can be done by the Township Maintenance person, such as trash pick-up or perhaps other tasks. Bosscher feels it makes sense to have the same person do it all. Sall stated she brings it up as the board asked for

more detail at the last meeting. Johnson suggested the beach grass transplant be done by Dan Williams or a volunteer work group. The higher costs of the proposal are to clear the stairs. Sall stated that there is the Holland Youth Connections group that was approved for five weeks of work and it is possible that they could plant the beach grass. There was discussion about the removal of the posts and Schrottenboer has the best knowledge of their locations. Johnson suggested asking Schrottenboer to reduce the cost by approximately \$700 (Line items for trash pick-up and grass planting) based on the availability of the Youth Connections Group.

Following discussion, **a motion was made by Johnson and seconded by Simmons to approve the reduced amount of \$13,000 for the Jason Schrottenboer Beach Maintenance Proposal.**

Sall asked for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED

2. Trust Fund Grant

Sall reported that she had not received a response from the King attorney regarding the land acquisition. Bosscher asked when the grant is due and it is due October 1 and can be no less than \$10,000 and no greater than \$100,000 with a 50/50 match. Bosscher suggested approval of the grant be used for the beach property contingent on the King selling price and if not feasible the grant be used for the dog park as a second priority.

Following discussion, **a motion was made by Bosscher and seconded by Simmons to approve the Trust Fund Grant be used for the beach property acquisition only if it includes the in-holding lot, contingent on the selling price of the property and if not feasible, the grant would be used for a dog park. Sall called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVE**

Bosscher expressed concern over electronic vote via email as it implies a closed meeting. Replies should be directed to sender only and not Reply All.

B. ADAPTIVE REUSE OF OLD TOWNSHIP HALL

1. Passport Grant

Sall stated this grant might be used to move the Old Township Hall to the Huyser Farm or Township Hall Recreation Park for use as restrooms. Bosscher questions if the Huyser Farm Conservation easement allows for restrooms but not a meeting hall on the property. Johnson said he would prefer using this grant for restrooms at Sanctuary Woods.

Following discussion, **a motion was made by Bosscher and seconded Lozon by to approve application of the Passport Grant for use of a**

new restroom at Sanctuary Woods. Sall called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED

C. HUYSER FARM

Bosscher will contact the Land Conservancy to determine what are prohibited uses at the Huyser Farm property. Bosscher suggested having a meeting this spring or summer at the Huyser Farm house. Johnson said he visited the farmhouse and looked into the electricity that was installed which is not being used pending the decision for an alarm system or other purposes. Bosscher stated that property cannot be split and sold per the Conservancy rules. It was decided that the May meeting will be held at Huyser Farm.

D. INVASIVE SPECIES

Johnson reviewed the brochure that is available at the Township hall depicting details of the Hemlock Woolly Adelgid infestation. Lozon expressed concern about how it could be treated and Johnson said it is treatable and takes several years to be successful. Simmons asked if there is a best time of the year and it was determined late fall to early summer. Johnson said there are resources through the county to arrange for the spray treatment. Simmons asked if the trees should be marked and Johnson agreed they should be identified. This item will be tabled for further discussion at the next meeting.

E. DOG PARK

1. Trust Fund Grant

Following discussion, it was agreed that the Dog Park would be the second priority to use the Trust Fund Grant.

F. SAUGATUCK COMMUNITY RECREATION REPRESENTATIVE

Following discussion, it was determined that no board member is available to serve as a representative and suggestion was made to contact Brad Moore.

G. ESTABLISHING PARK HOURS

Bosscher reviewed the various park hours. Wolters Woods' gate is being locked at approximately 5:00pm. Some parks are heavily wooded so may not be advisable to have later hours. He suggested changing the hours at Farview and Laketown Beach to 6:00am opening. Johnson suggested checking with the gatekeeper for Wolters Woods for appropriate opening time. Sall said a gatekeeper opens/closes at Sanctuary Woods. Johnson said where there is a gatekeeper the timing of dusk is very suggestive and feels the gatekeepers should be consulted to better understand what is currently being done. Bosscher suggested opening Farview Park and Laketown Beach at 6:00am, albeit there is no gate at either park. There are no gates at Huyser Farm, the Old Township Hall or the Township Recreation Park. Should there be signage at these parks posting specific hours? Simmons suggested putting a sign at Huyser and Bosscher will check with land

conservancy on signage. At Wolters Woods, the gatekeeper should be asked if it can change without an increase in the fees.

Following discussion, **a motion was made by Bosscher and seconded by Simmons to change the opening times at Farview Park and Laketown Beach to 6:00am year around. Sall called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE VIII. NEW BUSINESS

A. PASSPORT GRANT FOR RESTROOMS

This item was addressed earlier on the agenda.

B. PICKLE BALL

Sall provided articles regarding options for constructing pickle ball courts. She would be interested in researching the cost to put one or two courts at the Township Hall Recreation Park. Bosscher said he looked at the possibility at the Felt Mansion and also Wolters Woods and does not feel either place is suitable. He feels the pickle ball courts will get more use if there are multiple courts.

Simmons asked if we will have funds to build in 2017 at the Township Hall Recreation Park and does it have to be in the 5-year plan. Sall responded that it does not have to be in the plan and there is \$40,000 in Capital Fund for use in 2017. Sall added that based on her limited research the cost of the courts range from \$300 to \$300,000. Johnson suggested checking with the City of Holland on the research they have found for the renovation of Moran Park tennis courts to pickle ball courts. Johnson offered to visit the pickle ball courts in Douglas at Schultz Park before the next meeting. Bosscher asked what the Park Development \$21,000 is for in the budget and Sall responded that it is a payment on the Township Hall Recreation Park.

Sall asked if there is anything else anyone would like to see for 2017. Bosscher asked if there is interest in a picnic shelter at Shore Acres Park and this was supported based on the high usage at that park. Sall summarized goals for 2017 noting the priorities being a picnic shelter for Shore Acres and pickle ball courts at the Township Hall Recreation Park.

ARTICLE IX. ADJOURNMENT

The meeting adjourned at 8:27 P.M.