

PROPOSED MINUTES  
LAKETOWN TOWNSHIP  
PARKS & RECREATION COMMISSION  
HELD AT THE TOWNSHIP HALL

March 20, 2019

Regular Meeting  
7:00 P.M. at Township Hall

ARTICLE I. CALL TO ORDER

Tom Shuff called the regular Parks & Recreation Commission meeting to order at 7:00 P.M. Shuff introduced the new commissioner, Ellen Fitch. Fitch has been a resident for over 30 years and is very interested in the parks and business of the township.

MEMBERS PRESENT: Jim Johnson, Karen Simmons, Tom Shuff,  
Kathleen Dearborn, Ellen Fitch  
MEMBERS ABSENT: None  
STAFF PRESENT: Al Meshkin – Township Manager  
Diane Ybarra – Recording Secretary

ARTICLE II. APPROVAL OF MINUTES

Following discussion, **a motion was made by Johnson seconded by Dearborn to approve the January 16, 2019 minutes as written. Shuff called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE III. APPROVAL OF TREASURER’S REPORT

The bills to be paid as of January and February 2019 were reviewed. Maintenance: Busscher Pumping - \$650.00(Jan), \$300.00(Feb), Jon’s to Go \$369.25(Feb); Capital One Commerica - \$14.99(Jan); Contracted Services: John Kunkel - \$155.00(Jan), \$155.00(Feb); Electricity - \$104.74(Jan), \$52.83(Feb); Salaries: Robert Jerow - \$210.00(Jan), \$180.00(Feb); Taxes: \$36.35(Jan), \$13.77(Feb).

Johnson mentioned that the port-o-potty vendor is now Jon’s To Go. Everything else is standard and nothing out of the ordinary.

Following discussion, **a motion was made by Simmons and seconded by Dearborn to approve the Treasurer’s Reports as submitted for the months of January and**

**February. Shuff called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

**ARTICLE IV. TOWNSHIP BOARD REPORTS – Meshkin**

- a. Meshkin reported the township budget, including the Parks budget, was approved; annual report of officers and nothing specific to Parks.

**ARTICLE V. STAFF REPORTS – Meshkin**

- a. Meshkin reported a complaint was received from Julie Olsen regarding dogs in Wolters’ Woods. Brett Grams reported that he has not seen any unleashed dogs in the park. In regards to the feces, he has not seen much on the trails. Gram has not seen any aggressive or unruly dogs. Simmons supported Grams’ report. Shuff said he visited the park and also did not witness any issues. Meshkin suggests monitoring the situation and not changing the current dog rules for the park. There was some discussion about proper signage and Grams will investigate. Johnson suggested installing a dispenser with bags for dog feces. Simmons expressed doubt that this would be a solution. Meshkin provided copies of the current Recreation Plan which is valid until 2023. Meshkin introduced Brett Grams as the new Township Maintenance staff. Grams reported that he has been painting at the Felt Mansion, clearing trails and inspecting parks. Johnson said there is a large trunk blocking the path at Sanctuary Woods. Grams said he does not have a chainsaw large enough to remove it but understands that it must be removed. Johnson also noted the front edges of some of the stairs are breaking off and getting worn. Meshkin said the tree removal could be contracted out. Keith Kluting offered to assist with the removal. Meshkin noted the cougar siting that was reported by Mr.
- b. Dewey. Dearborn expressed concern for the domestic animals in the township and suggested the nextdoor app that could be used as a way to notify residents. Meshkin said it is fine to do as a resident but not as a representative of the Parks Commission. Johnson suggested a line in the next newsletter. Kluting cautioned sending such a notice due to an influx of potential calls that could occur. The DNR will handle notifications.

**ARTICLE VI. HUYSER CARETAKER REPORT – Circo**

Sherrie Circo asked for the timeline on the removal of the green house at Huyser. Meshkin advised an asbestos review has been done and the report is pending. After that is received the fire department will work on the demolition/burn and prior to that, there will be a dumpster put on site to deal with the refuse. There is no firm date for removal.

## ARTICLE VII. OLD BUSINESS

### A. INVASIVE SPECIES AT SANCTUARY WOODS – KEITH KLUTING

Keith Kluting reported the hemlock invasive species is on every tree and the trees in the surrounding subdivisions. He has surveyed and tagged all trees, logged into state site and attempting to get grants to support the cost of the treatment. Dearborn asked if all trees will be saved and Kluting said some are past the point of treatment. Dearborn asked if the state would provide saplings to replace the trees and Kluting said it is unlikely but there may be other grants to support replacement of the damaged trees. Simmons asked if Kluting has been in other parks and he has not. Johnson said there are agencies monitoring what comes through the nurseries. The cold winter may have reduced some of the disease. Kluting's data will be submitted to the state agency and will be part of the database with potential for grant monies if they become available. Kluting said the injection chemical treatment can last up to 3-5 years. Kluting confirmed that no treatment has been applied at this point. He will provide a report with potential options for treatment.

### B. GRANT UPDATE

Meshkin reported that the purchase of three beach parcels has been made and 90% of the grant money for that purchase has been received from the state with some correction made for recording documents. Meshkin continues to work with King on the other portion of the property.

### C. BLUE STAR NON-MOTORIZED UPDATE

Meshkin is working on the long-term project with a construction estimate of 2022-23. There are three grants being considered, Urban and Rural CMAQ and MDOT TAP. The proposed trail construction will not include the area crossing the overpass bridge. Meshkin added that a private citizens group has been successful in raising many of the funds for the trail thus far from the Kalamazoo/South Haven areas. Eventually there will be trails to Grand Rapids and north to the Upper Peninsula.

## ARTICLE VIII. NEW BUSINESS

### A. BEACH PROPOSAL

Meshkin reviewed the proposal from Jason Schrottenboer for the 2019 season for a total of \$4,000 to be paid incrementally on May 1 and October 1.

Johnson said he would like to see more detail in the proposed contract. Meshkin said this is a labor bid only and would not include any necessary materials. Meshkin suggested Johnson communicate directly with Schrottenboer to better clarify the work intended for the contract. Johnson will do so and report back at the next meeting.

Following discussion a **motion was made by Johnson and seconded by Simmons to table the Schrottenboer beach proposal until more detailed information is available. Shuff called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

#### ARTICLE IX. CITIZEN COMMENTS

Correspondence was received from Julie Olsen regarding dog issues at Wolters' Woods.

Mike Durham of 6011 146<sup>th</sup> Avenue explained that he is here to see what is going with the parks and how things work. He visited the township parks and spoke to the beach property and is bothered seeing people from the city taking their dogs out unleashed. Durham said he is here to learn and is proud of the township, a retired firefighter from Holland.

Shuff distributed evaluation sheets for each park to have the commissioners perform the spring audit.

#### ARTICLE X. ADJOURNMENT

**Shuff adjourned the meeting at 8:01 pm.**