

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

August 21, 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.

MEMBERS PRESENT: Karen Simmons, Tom Shuff, Kathleen Dearborn,  
Ellen Fitch, Dick Becker

MEMBERS ABSENT: None

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

ARTICLE II. APPROVAL OF MINUTES

Following discussion, **a motion was made by Fitch seconded by Simmons to approve the July 17, 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 July 2019 were reviewed. Maintenance: Jon’s to Go \$443.10, Heavener Property Services - \$276.00, ODC - \$1,800.00, Capital One Commercial - \$207.80; Supplies: Graafschap Hardware - \$33.63, Name Badges Inc. - \$65.38; Contracted Services: John Kunkel - \$150.00; Capital Outlay: Robert Krause - \$4,717.50; Laketown Electric - \$5,670.00 Land Acquisition: Macatawa Bank - \$20,645.08 Electricity - \$52.42; Salaries: Robert Jerow - \$175.00; Payroll - \$590.00; Taxes: \$58.51.

Fitch asked if Krauss will be paid half now and half later. Meshkin explained it is half down with the final payment with completion of the signs. Shuff clarified the ODC charges and Becker asked for clarification of the portable toilet cleaning charge.

Following discussion, a motion was made by Becker and seconded by Simmons to approve the Treasurer's Reports as submitted for the month of July.

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

ARTICLE IV. TOWNSHIP BOARD REPORTS – Meshkin

- a. Meshkin reported there were no parks related topics.

ARTICLE V. STAFF REPORTS – Meshkin and Grams

- a. Meshkin reported that Wolters Woods does not have municipal water but now has electrical so a well could be put in for water access, the same for Sanctuary Woods and Laketown Beach to improve the restroom facilities. This might be considered for upcoming years with each restroom costing approximately \$100,000 per park. It is difficult to obtain a grant for restrooms as attempts have been made in previous years. Becker suggested one per year and Meshkin suggested financing for all three in one year. There was some concern about the security which could be controlled now that electric is available. Simmons questioned why not do them one per year and Meshkin explained putting \$100,000 per year in the Parks Commission budget would be a challenge. Meshkin introduced Brett Grams, and he gave a report noting that he has become familiar with all of the parks having started in February. He regularly gets to the parks to monitor for necessary repairs and maintenance. The door at the Huyser farmhouse has been repaired. Laketown Beach has additional signage installed. Farview Farm has seen issues of graffiti and trail cameras have been installed. Gram has also been working on the township hall ballpark area. Bike path maintenance is being done on a regular basis. Gibson Cemetery will have a small pavilion installed this fall. Grams is also the third full-time firefighter for Graafschap Fire Department providing support for daytime calls. Shuff asked if there is a date to move the old township hall and Meshkin said it will likely be next year. Meshkin requested that the Parks Commission members meet at the Huyser Farm within the next couple of months to stake out where it will be placed.

ARTICLE VI. HUYSER CARETAKER REPORT – No report.

ARTICLE VII. OLD BUSINESS

A. GRANT UPDATE

Meshkin reported that he continues to work on the process. The price appraised for King's property was too low and he refused to accept.

#### B. DAY OF CARING – THURSDAY SEPTEMBER 19

Sall reported that she submitted to United Way projects for three parks; Huyser Farm (all day 8am – 4:45pm); Farview Park (a.m. only); Sanctuary Woods (p.m. only). Shuff, Becker and Fitch will be available to get volunteers started in the parks. Sall will coordinate getting water/snacks to the township hall and each commissioner will be responsible for taking supplies to the park to which they are assigned. Sall and Grams will also be available on that date.

#### C. LAKETOWN BEACH

Shuff noted that the multitude of signs and fencing installed spoils the ambiance of the park. He suggested that the commissioners visit the park and provide feedback. Meshkin said the settlement was to install 3 signs on our boundary and 185 hours per year of paid reserve officer surveillance.

### ARTICLE VIII. NEW BUSINESS

#### A. HUYSER HUNT

Simmons reported all paperwork has been provided to Graafschap Hardware and the drawing will be held in September.

#### B. SPLASH PAD

Meshkin reported that a resident sent an email requesting a splash pad be installed at the Township Hall Park or perhaps Wolters Woods. This is not financially feasible at this point. Fitch said she feels it should be taken into consideration as this would add to the parks' offerings. A request was made to have research done on cost and Fitch is willing to do so. Fitch feels that a new survey should be conducted and Becker suggested doing it at the 4<sup>th</sup> of July Pancake Breakfast focusing on the human benefits of park engagement. It was noted that residents were not receptive to financially supporting the parks.

#### C. PARK SIGNAGE

Shuff said the current signage be reviewed and updated particularly regarding dogs. Meshkin said all parks' rules signs are old and not up-to-date and should be recreated in a simplified manner. Dearborn referenced the City of Frankfurt signage as being simple and welcoming. This will be a goal for completion by spring. Rule changes must be approved by the township board. It was noted that in regards to alcohol, there is little evidence of it occurring. Becker suggested making the newsletter and signage for the township branded and uniform.

ARTICLE IX. CITIZEN COMMENTS - None

ARTICLE X. ADJOURNMENT

**Shuff adjourned the meeting at 8:06p.m.**