

CHIKAMING TOWNSHIP PARK BOARD

Minutes of the February 28, 2011 Board Meeting

Approved March 28, 2011

Chairperson Sims called the meeting to order at 7:00 pm

Board Members present: Bernie Abendshein, Dan Buckenmeyer, Joanne Sims, Rich Sullivan and George Swanson, Brad Williamson.

Board Members absent: Ruth Magdzinski

Approval of Agenda:

- Swanson moved for approval, supported by Abendshein. Motion carried unanimously.

Approval of Past Meeting Minutes: (January 24, 2011 Meeting)

- With a correction to the start time, Abendshein moved to approve, supported by Swanson. Motion carried unanimously.

Correspondence:

- Township communication was received requesting that departmental budgets be submitted by February 25th. Treasurer Williamson reported that the Park Board budget had been submitted prior to receipt of this notice and well before the deadline.
- Sims sent the Park Board's Year-End Report for 2010 to the Township and Park Boards
- An official resolution approving the Park Board's 5-Year Plan was received from the Township Board
- A general sales letter offering consulting assistance was received from Williams & Works

Verbal Communications/FYI's:

- Bill Marske of the Township Board noted his appreciation for the clear communication from the Park Board on recent developments including the correspondence on the acquisition of the Glavin Property
- It was noted by Williamson that several folks in the community were not aware of the installation of the ice rink at HCP. Board discussed this noting that it was promoted on websites and/or facebook pages including those of the Park Board, Township, and Harbor Country Chamber, in addition to articles in the Harbor Country News (in print and online). Suggested that next season's efforts be increased to include flyers to area schools, churches, etc.

Treasurer's Report:

- Williamson provided a treasurer's report:
 - Notable revenues/expenses included a \$562.50 payment from New Buffalo Township toward the shared expenses of managing Townline Beach, and outlay of \$1,381 to Consultant Pam Blough for assistance in creating the Master Plan for Harbert Community Park.
 - Noted that a perceived overage of \$8,783 on the budget is covered by a \$20,522.93 escrow left over from previous year(s)
 - Updated discussions on the expenses for the Ice Rink Installation and Setup noting that of the approximately \$14K expended, nearly \$10K of this was utilized for items that can and will be utilized in future years. (e.g. Actual ice rink construction materials, signage, etc.)
 - It was noted that people are often asking how they can help, insinuating at times a willingness to "donate" to Park Board projects and efforts. There was some discussion of how to facilitate a method for them to do so, vs. the simplicity of a "thank you" and explanation that their tax dollars are donation enough. No action defined.

Old Business:

BEACHES:

- New signage will need to be installed at thaw – Buckenmeyer to execute and/or project manage
- Cherry Beach Accessibility Update – Buckenmeyer shared a plan and estimate drawn up by Merritt Engineering. Plan outlines project elements including leveling of the parking lot to allow for ADA-compliant parking spaces, and installation of an ADA-compliant 6' wide by 80' boardwalk and 20'x30' covered pavilion containing wheelchair-accessible picnic tables at an estimated cost of \$47,790.
 - Swanson opened a discussion of whether a covered pavilion fits with the character of the facility, noting a concern over loss of the view, and asking if a roofed pavilion fit the "outdoor feeling" of the parking lot/beach overlook. There was some discussion and Williamson noted that something more "architecturally interesting" could be achieved with a pavilion, possibly eliminating such concerns with a functional and attractive solution.
 - There was also discussion of the need for handicapped accessibility based on community demographics, specifically if there were enough handicapped and/or wheelchair-bound members

of the community to justify the expense and installation. Buckenmeyer noted demographics outlined in the 5-Year Plan which indicated that 22% of the community's residents were over 65, the median age was 45 (200 Census), and that there were an estimated 200+ members of the community who were handicapped (calculated from county-wide reports). Other potential options that might reduce the costs of achieving the accessibility goals were discussed and will be explored.

- The Board collaboratively discussed and outlined next steps as:
 - Buckenmeyer and Williamson to mark location of proposed Boardwalk and Pavilion and notify Board so they may visit the site and view the proposed layout at their convenience
 - Buckenmeyer will explore potential for creation of a rendering(s) showing the proposed installations against the backdrop of the existing facility.
 - Buckenmeyer will research and create a more detailed materials estimate to aid future discussions of potential alternatives (e.g. volunteer assistance in building boardwalk, etc.
 - Buckenmeyer to seek funding and grant opportunities and report back to the Board.

CTP&P

- Thank you went out to Williamson for keeping cross country trails groomed throughout the season, they saw significant utilization from community members and an article and photos from "The Beacher" were shared with the Board.
- Trail Brochures – Swanson continues to explore options and will report back to the Board.

HARBERT COMMUNITY PARK

- Skating Rink: Williamson updated the Board noting that despite the season being over, there is much to do in dismantling, cleaning and storing the rink hardware and materials.
 - Sims presented an invoice for \$300 from Williamson for several hours and instances of clearing snow from the ice with his personal snow blower. Buckenmeyer moved to approve supported by Abendshein with unanimous consent (Williamson abstaining).
- Discussed Master Plan created by Pam Blough
- Buckenmeyer noted that a party was interested in purchasing Bleachers, sought Park Board opinions on pursuing the opportunity as the Bleachers at the current Ballfield are not slated for utilization in the new Master Plan. Brief discussion was inconclusive, Buckenmeyer to explore value and potential sale price and report back to the Board.

HARBERT ROAD PRESERVE:

- Williamson updated the need for trail markers (actual markers – installed on the posts installed in Fall) to be installed in Spring. Some of the options and opportunities researched were shared.

OTHER:

- Three Oaks Road Property: Buckenmeyer passed out an update to the Board outlining activities completed and underway to potentially sell the surplus property. Activities will continue with ongoing updates to the Board.
- Five-Year Plan: Buckenmeyer noted that the plan is complete and ready to publish and submit with the addition of the Township Resolution received at the meeting.
- Glavin Property: Buckenmeyer reiterated that activity surrounding the potential purchase has been tabled given the lengthy (up to 24-month) timeline involved with an MNRTF Acquisition Grant and the reluctance of both Park Board and Seller to face potential issues that could arise in that timeframe.
 - Buckenmeyer also informed the Board that the property's list price had just dropped to \$245K

New Business:

- Year End Report: Sims reviewed the Park Board's Year-End Report to the Township Board.
- Cross-Community Park Board Collaboration: Buckenmeyer noted that he is discussing a potential project and Grant Application to the Pokagon Fund (stemming from the Fund's "Working Across Community Boundaries" meetings) noting that a proposed project will be shared with neighboring Park Boards.
- Job Description for potential shared "Handyman" position with Township: Discussed needs.
- Board Elections: It was noted that election of new Board Members is scheduled to occur at the March Meeting of the Park Board.

Announcements/Public Comment: None

Adjournment: Williamson moved to adjourn, supported by Buckenmeyer with unanimous consent.

Next Scheduled Meeting: March 28, 2011 @ 7p.m.

Recorded by:

Dan Buckenmeyer, Park Board Secretary