

Chikaming Township Park Board Regular Meeting – APPROVED

January 24, 2022

Chikaming Township Large Meeting Room

The January 24, 2022 of the Park Board was called to order at 6:31PM by Chair Arthur Anderson. Also present were board members Sherri Curry, Jill Underhill and Shelly Taylor, along with members of the community both in-person and via Zoom. Board members present via zoom were Kathy Sellers (Florida), Garth Taylor (California), and Steve Ellis (Mexico).

**NATIONAL ANTHEM:** Led by Anderson

**APPROVAL OF AGENDA:** Moved by Underhill to adopt agenda, No objections, Approved

**PUBLIC COMMENT:**

None

**ACKNOWLEDGMENTS:**

S. Taylor acknowledged River Valley Elementary PE teacher, Amy Baumgartner, for taking to get our skates sharpened. S. Taylor also acknowledged Alex Schrader for his hard work on the rink and seamlessly taking over communication with Rennie.

Curry acknowledged New Buffalo Times and Harbor Country News for attending the event at the rink on Saturday and giving us good press.

**APPROVAL OF MINUTES:** December Regular Meeting Minutes, No objections, Approved

**TREASURER’S REPORT:** \$46,444.10 is current balance.

**REPORTS:** In packet

Manager Alex – Parks and beaches are in order, TDK has been plowing, no signs on vandalism. Contacting contractors to get quotes on dog park patio. 5 year plan uploaded to MI grants and working with Bunte on this. Working on permit process for Harbert Community Park. New dog park latch. Keeping lights up at Harbert Community Park until ice rink comes down.

Donation report – Liz Rettig followed up with Paypal and we are good to go.

Parks and Beaches Reports:

Curry – Harbert Beach and Cherry Beach stairs holding up well.

S. Taylor- Ice Rink – Should we allow groups to reserve the rink? Discussion led to not allowing reservations. Update on skate code requests and educate new board members on how ice rink parties have been run in the past.

Curry – Report on what was bought for ice rink party.

**CORRESPONDENCE:** In packet, marked as read.

**OLD BUSINESS:**

Moved by Anderson to add request for full time employee benefits package, Supported by Underhill.

Roll Call Vote:

Underhill – yes

Anderson – yes

S. Taylor – yes

Curry – no

3 yes, 1 no, Motion Carried.

## Donation Program

Anderson moved to recommend approving online donation program to be administered by the township treasurer's office and the manager, Supported by Underhill.

All in favor - 4, Opposed - 0, Motion Carried.

## **NEW BUSINESS:**

Demo project referred to township attorney. Ellis says it will interfere with beach access at Miller.

Moved by Anderson to delegate 3 members of board to make recommendation and/or approval to allow gate access and make recommendation to township. Members include Underhill, S. Taylor and Ellis. Supported by Underhill.

All in favor - 4, Opposed - 0, Motion Carried.

Moved by Underhill to authorize Abonmarche to take the necessary steps to expand the scope of work of the Harbert Community Park Improvement contract to an estimated cost of \$100,000. Additional expenses to include 1) electrical connection to the performance area, 2) adding to the paths included in the Phase 1 plan, and 3) adding benches, trees and landscaping. Supported by Anderson.

Roll Call Vote:

S. Taylor - yes

Anderson - yes

Underhill - yes

Curry - yes

4 yes, 0 no, Motion Carried.

Moved by Anderson to use \$2,500 from TCU grant to apply for matching grant to ReLeaf for tree planting, Supported by S. Taylor.

All in favor - 4, Opposed - 0, Motion Carried.

Motion by Anderson to appropriate \$685 to fund expenses for the Park Manager to attend the mParks conference in Traverse City Sunday March 6 to Tuesday March 8.

The attendee will file a written report on the training received, information learned, and value of classes for the Park Board before the March Park Board meeting. Supported by Curry.

Discussion: The Park Manager and one Board member have asked to attend the mParks Conference and Trade Show in Traverse City. The Board can fund one person or both.

The cost to fund one person is approximately \$685:

- \$300 registration fee
- \$270 lodgings for two nights\*(\$135 per night at Grand Traverse Lodge)
- \$125 meals and incidental expenses (MIE) (\$50 per day for 2 ½ days)
- \$90 travel expenses\*\*

\* The conference runs from Sunday 3/6 to Wednesday 3/8, however the last day is a breakfast and awards ceremony and does not need to be included. (This saves \$160). The training ends at about 6 PM on Tuesday. The conference starts at 8:30 AM on Monday, however requiring attendees to leave at 5 AM would be challenging. Staying at another motel would save some money but would add travel time and costs.

\*\*Travel costs can be reduced if the Township permits use of Township vehicle however that has not been approved. The \$90 cost is for mileage at \$0.18 mile. Alternatively a member can travel by bus. There is \$945 in membership & dues. Additional funds can be reprogrammed from the budget.

Last year, the Board paid for four members to attend virtually. The only cost was registration which was \$249 (\$99 for one day). There is no virtual option this year. Two years ago Board member Janet Schrader attended at her own expense (the Board paid for registration only), however she reported that staying at the hotel would have been valuable as a “networking” opportunity. Supported by Curry.

Roll Call Vote:

Curry - yes

Anderson - yes

Underhill - yes

S. Taylor - yes

4 yes, 0 no, Motion Carried.

Motion by Anderson to appropriate \$685 to fund expenses for Board member Sherri Curry to attend the mParks conference in Traverse City Sunday March 6 to Tuesday March 8.

The attendee will file a written report on the training received, information learned, and value of classes for the Park Board before the March Park Board meeting.

As noted in 2020 Janet Schrader attended the conference but paid her own expenses other than conference registration. Sherri has asked the Board to pay for her expenses. Supported by Curry.

Discussion - This is included in the parks manager’s job description and we don’t need 2 people getting information, Ellis finds value in sending 2 people. 2 motions between registration vs. lodging and meals.

Roll Call Vote:

S. Taylor - no

Anderson - yes

Curry - yes

Underhill - no

2 yes, 2 no, Motion Fails

Moved by Anderson to fund \$300 registration to event only, Supported by Curry.

Roll Call Vote:

Anderson - yes

Curry - yes

Underhill - no

S. Taylor - no

2 yes, 2 no, Motion Fails

Moved by Anderson to cancel scheduled February meeting. If required a special meeting may be called as needed, Supported by Underhill.

All in favor - 4, Opposed - 0, Motion Carried

Moved by Anderson to accept the estimate by TDK for landscaping services for FY 2022/23 of \$26,000 without competitive bidding, Supported by Underhill.

All in favor - 4, Opposed - 0. Motion Carried

Moved by Anderson to appropriate \$75 to pay for refreshments served at January 22 Ice Rink Event upon receipt of expense request, with receipts, Supported by Curry.

This was not an approved event, have to make board decisions, can't buy before purchase. Policy was not followed, not good planning, form should have been submitted. Ellis willing to donate \$100 through new PayPal program.

Roll Call Vote:

S. Taylor - no

Underhill - no

Curry - yes

Anderson - yes

2 yes, 2 no, Motion Fails

Moved by Anderson to appropriate an amount to be determined by Treasurer not to exceed \$1,000 to produce a brochure with calendar of events for FY 2022/23, Supported by Underhill.

Underhill will work with designer, Kathy Randolph. All members should give events in mind to Underhill. G. Taylor will work on music in the parks events.

Roll Call Vote:

Curry - yes

S. Taylor - yes

Anderson - yes

Underhill - yes

4 yes, 0 no, Motion Carried

Events - bring proposal to board on paper.

Motion by Curry to hold event at ice rink this coming Saturday with a \$75 budget, No support, Motion Failed.

Motion by Curry to hold event at ice rink on Feb. 12 from 3-6pm with a \$75 budget, No support, Motion Failed.

Moved by Anderson to postpone any events for fiscal year due to lack of organization, Supported by Underhill.

All in favor - 3, Opposed - 1. Motion Carried

#### **QUESTION AND ANSWER:**

Todd Taylor - Alex keeps in communication with police department, good representation of park board. He's doing a great job!

Kathy Sellers - Alex drove all the way to Coloma to get wood so split rail fence could be fixed and ready for caroling event.

#### **ANNOUNCEMENTS:**

Next regular meeting is March 28, 2022.

**ADJOURN:** The meeting was adjourned at 8:53PM with no objections.

Respectfully Submitted,  
Shelly Taylor