

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

Regular Meeting at 7:00PM

July 18, 2018

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, Ryan Bosscher, Jim Johnson  
Tom Shuff, Karen Simmons  
MEMBERS ABSENT: None  
STAFF PRESENT: Al Meshkin – Township Manager  
Diane Ybarra – Recording Secretary

ARTICLE II. CITIZEN COMMENTS AND COMMUNICATIONS

Bosscher reported receiving correspondence from residents of Halcyon Hills regarding patrolling at Laketown Beach. Bosscher asked if a recommendation should be made to the township board regarding additional patrolling. Meshkin advised it is not necessary at this time.

Sall reported receiving correspondence from Joe Borgman through Gregory Ransford of Fresh Coast Planning regarding his desire for more parks, access to Lake Michigan and pickleball courts.

Tom Shuff reported receiving an inquiry about the horse trail at Farview Park questioning if the trails are passable. Shuff investigated and reported back to the inquirer. He noted the pedestrian path has a slanting bridge and Meshkin advised it has been repaired.

ARTICLE III. CONSENT AGENDA

a. Approval of Minutes

Following discussion, **a motion was made by Bosscher seconded by Shuff to approve the May 16, 2018 minutes with corrections as noted. Sall called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE IV. APPROVAL OF TREASURER’S REPORT

The bills to be paid as of May and June 2018 were reviewed. Maintenance: Veldhof – \$480.00 (May), \$480.00 (June), Jim Johnson - \$16.42 (May), RepcoLite Paints - \$52.17, Graafschap Hardware - \$22.48(June), Michigan Pavement Markings - \$250.00, Onder Construction - \$3,200.00; Contracted Services: John Kunkel - \$150.00 (May), \$155.00 (June); Electricity - \$50.93 (May), \$51.44; Land Acquisition: Macatawa Bank - \$21,293.72; Salaries: Robert Jerow - \$175.00 (April), \$180.00 (May); Taxes: \$13.39 (May), \$13.77 (June).

Johnson reviewed the invoices noting nothing out of the ordinary other than the stair repairs at Sanctuary Woods and pavement markings at the beach. Bosscher noted several issues with the pavement markings at Laketown Beach. Meshkin said the county had the drawing and hired the contractor so he will follow up on this.

Following discussion, **a motion was made by Bosscher and seconded by Shuff to approve the Treasurer’s Reports as submitted for the months of May and June. Sall called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE V. ARTICLE VI. TOWNSHIP BOARD REPORTS – Sall

- a. Sall reported there was no meeting in July. The following items were discussed at the June meeting: 142<sup>nd</sup> Avenue street light, Trust Fund Grant Agreement Resolution for the beach and 2018 road work.

ARTICLE VI. STAFF REPORTS – Meshkin

- a. Meshkin reported Williams has been busy at Farview Park and doing weed work on the bike paths; Heavener did more mowing at Huyser; things in process for the beach grant. Bosscher asked if survey stakes will be placed and Meshkin said there will be a mix of stakes placed for property owned and proposed for purchase.

## ARTICLE VII. HUYSER CARETAKER REPORT

Sherry Circo reported that the blueberry field looks great, but the barn is an issue and looks terrible. It is half down and looks hazardous. Meshkin said it is being worked on but a slower process to be completely down. Circo asked if he will also take the pile of junk and Meshkin said he would remove that as well. Simmons asked about the volunteer day and Circo said it rained and no one showed up.

## ARTICLE VIII. OLD BUSINESS

### A. MEET AND GREET IN SEPTEMBER

Shuff suggested advertising more if possible. Bosscher suggested laminating a public notice to be posted at the parks. Circo suggested creating small cards to put on the counter in the township office. Johnson suggested also putting them at the Felt Mansion. The event will be scheduled for the regular September 19 meeting at 5:30 or 6:00pm. There was discussion for an alternate caterer, Two Scotts. Johnson will coordinate with Sall accordingly.

### B. LAKETOWN BEACH STAIRS

Johnson reported on the stair repair noting Schrotenboer has the steps repaired and will also do plantings of a type of bush. Johnson also provided pictures of the top of the stairs where it appears there is no signage to indicate the property line. Johnson suggested putting another barrier with signage to avert trespassing on the Halcyon Hills.

### C. LAKEVIEW SCHOOL PARK

Bosscher reported that the City of Holland collaborated with the township on the design of the park. A number of residents attended a meeting at Holland Christian. There will be a meeting at Laketown Township office with the City of Holland with a draft of park plan available on Monday, July 25 at 2:30pm. Meshkin cautioned that if three commissioners attend the meeting it is a quorum and asked what the intent of attendance at the meeting is in regards to the Open Meetings Act. Meshkin said one person can attend without issue. Bosscher will provide information to Meshkin to notice a meeting if necessary.

## ARTICLE IX. NEW BUSINESS

### A. BLUE STAR TRAIL MEMORANDUM OF UNDERSTANDING

Bosscher said it is a statement between the municipalities agreeing to collaborate on the maintenance of the Blue Star Trail, however there is no portion of the trail in the township currently. This will benefit when applying for grants in the future. Bosscher reviewed his

understanding of the agreement noting that the township will not be responsible for repairs outside of the township. Shuff asked that Bosscher's statement be clarified in a document to avoid issues in the future. Meshkin provided a review of where the trail currently is and a proposed increase in bike paths in the township. Meshkin said by the local units of government expressing desire for non-motorized paths, the DOT may feel obligated to make improvements to the condition of the current bridges. Johnson concurred that clarification of financial responsibility be amended.

**A motion was made by Sall and seconded by Simmons to approve the Blue Star Trail Memorandum of Understanding with the modification of specific financial responsibility. Bosscher called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

#### B. DAY OF CARING

Sall reported that it is scheduled for Thursday, September 20. Sall asked for suggestions on projects and potential volunteer crews along with commissioner ability to volunteer. Meshkin suggested planting dune grass and Johnson noted that Schrotenboer be notified. The project requests are due to the United Way on August 10. Commissioners to review parks and provide commitments on park work and desired morning or afternoon work time to Sall.

#### C. HALCYON HILLS

Bosscher said in the letter received it was requested that additional patrolling be provided by Laketown Township. Meshkin reiterated due to current legal dealings this is a township board matter and the Parks Commission should not address.

#### D. LAKETOWN BEACH CONTRIBUTIONS

Johnson suggested an idea that Mackinaw Island uses a receptacle to put cash in to support the island. Johnson said the ODC also uses this method for donations. Meshkin said Comcast has started their build in the township and his goal is to have every park be a hotspot which would provide security in the parks. Meshkin suggested a QR code to access for donations. Johnson said Centennial Park is a giant hotspot in Holland. Johnson will contact ODC for more information.

#### ARTICLE X. CITIZEN COMMENTS

Simmons asked for an update on the Pack It In - Pack It Out. Sall said it was decided to use Farview Park as a test site. The Commissioners will advise Meshkin of the signs to be ordered. Simmons asked that the No Dog signs be removed in the appropriate parks.

Lloyd Wolters expressed gratitude to the Parks Commission for maintaining Wolters Woods Park. Wolters paid particular appreciation to Meshkin for the work he did to make

the park possible. It has always been the family's dream that the property is available for people to enjoy and it has become just such a place in the township. Meshkin in turn thanked the family for their generous donation to make the park possible.

ARTICLE XI. ADJOURNMENT

**Sall adjourned the meeting at 8:22 pm.**