

PARKS COMMISSION MEETING

Lincoln Charter Township
2055 West John Beers Road
Stevensville, Michigan 49127

Monday, April 11, 2005

The meeting was called to order by Chairman Bill Tucker at 7:05 p.m.

BOARD MEMBERS PRESENT: Kim Risk, John Hoskins, Bill Tucker, Rick Knight, Rich Knapp.
ABSENT: Mike Lucker, and a vacant seat.

ALSO PRESENT: Fay Quardokus, Ken Field, Sheryl Temple, Todd Gardner, Carol Petros, Bill Bancroft

Audience Comments: Discussed Glenlord Park concerns. Original beach deeded by the Ball family in the 1920s washed away in the 1970s. Filling in the St. Joseph piers has caused erosion down the coast well beyond 5 miles from the piers. There is a current lawsuit by Lincoln Township beachfront owners. Mr. Quardokus has kept beach measurement records for 30 years and is willing to share his data if needed. Board was asked to consider Glenlord Park's high usage for viewing the lake and picnicking.

Mr. Bancroft, former owner of 10 acres in the Rocky Weed sports complex, asked the status of grants and funding for the Master Parks Plan. Discussion was held on how all grants require matching funds, which are not available this year, and the desire to hire someone to be in charge of grant-writing. Audience was encouraged to voice funding concerns to the township.

Secretary's Report: Kim Risk was appointed Secretary of the Parks Board in place of Marilyn Anderson, who resigned from the board. Knight, seconded by Knapp, made a MOTION to approve minutes held over from February 15th meeting. MOTION CARRIED. Knight, seconded by Knapp, made a MOTION to approve minutes from March 1st meeting with one correction: under Treasurer's Report, Bill Tucker was to check on bill for acetylene, not gasoline. MOTION CARRIED. Corrected March 1st minutes will be given to the Township.

Treasurer's Report: A budget committee meeting is needed. Chairman appointed Rick Knight, John Hoskins, and either Kim Risk or Todd Gardner, pending approval of Parks Board position. Committee will meet at Lincoln Township Library on Thursday, May 5th, at 7:00 p.m.

Treasurer Rick Knight found \$5,400 in parks funding left over from previous years. Knight also reported \$1,700 left after balancing parks budget. Knight recommended a monthly budget review at parks board meetings to assure budget is kept in balance.

Former parks board member Marilyn Anderson donated \$459.94 to LYBSA to be used for capital improvements to the baseball fields. Knight will check with Grace Lutheran to see if they will donate \$750 for soccer field usage as they have in the past.

Knight, seconded by Hoskins, made a MOTION to approve payment of bills as presented. MOTION CARRIED.

Report of Officers: Tucker, seconded by Hoskins, made a MOTION to appoint Todd Gardner to the vacant seat on the Parks Board, pending final approval from the Township Board. MOTION UNANIMOUSLY CARRIED. The two newly appointed Parks Board members, Gardner and Risk, will serve terms until the next general election in November, 2006.

Report of Special Committees/Projects:

Summer Recreation League – The board decided this program could not happen without a Parks Director. Tucker will call all applicants and inform them of the program cancellation. In past years, Carol Petros was in charge of a summer recreation program which offered a drop-off day camp and mini-clinics. Petros stated she would be willing to help organize a future recreation program.

Fencing for Baseball Fields – Fencing work will start the week of April 25th, beginning with the Girls' Varsity field. The Parks Board has committed \$15,000 towards the fencing project. LYBSA has contributed \$7-8,000.

Old Business:

Daily Park Management – After a special meeting with the Township Board on March 24th, a cooperative arrangement was agreed upon to have Kevin Gebhard, Lincoln Charter Township Maintenance Supervisor, oversee the parks temporary employee, Hugh Gillespie, and any part-time summer help. Chairman Tucker will communicate directly with Gebhard concerning any parks maintenance and repair issues, and Gebhard will assume overall responsibility.

Tucker requested Parks Board members notify him directly of any parks maintenance concerns via email or phone so he can fill out official work orders. If Tucker is unavailable, please contact board member John Hoskins. Gillespie needs to report to Gebhard, not Parks Board members, to receive work duties and priorities. It is important everyone follows the proper chain of command to assure a well-coordinated effort between the two boards.

The Parks Board requested Gillespie prepare the following:

- 1) An annual calendar of routine parks maintenance duties (i.e. opening of bathrooms, moon dust application, field fertilization, trash removal, etc.). Also include which organization (the township, LYBSA, LYSL, Rotary Club) is responsible for what duties.
- 2) An estimate of how many work hours are needed to fulfill duties listed on the maintenance calendar. Present calendar and work evaluation report to Parks Board by the end of 2005.
- 3) An update on parks to-do list.
- 4) A recommendation on whether or not an additional cell phone is needed for part-time seasonal help.

Usage of Farm Field – Chairman spoke to Township Supervisor Dick Stauffer concerning Barbott's Farms continued planting of the field beside the soccer fields in exchange for spraying pesticide and fertilizer on township park lands. Mr. Barbott is properly licensed and has the necessary equipment to carry out the spraying. The Parks Board agreed to maintain this arrangement, based on Stauffer's recommendation.

Tucker will also check with Mr. Barbott concerning clean up of old grape field near baseball fields.

Website Update – The website may be accessed by using tparks.org or lincointownshiparks.org. Tucker plans to add photos, meeting minutes, map of park locations, calendar information, and links to township recreational organizations. The website and hosting system is capable of sending out emails and newsletters.

Township Meeting Schedule – Updated to include Risk and Gardner. (Please see attachment.)

New Business:

Usage of Township Equipment – Are Parks Board members authorized to use township tractors and other equipment to assist with parks maintenance? Knight will check insurance and liability coverage. Action tabled.

Scout Service Projects – Discussed list of possible projects presented by Risk and made a few additions. (Please see attachment.) Risk will next go over project list with Gillespie for his input and then start contacting scout troops. Project list should be posted on Parks website.

Tucker, seconded by Knapp, made a MOTION for Risk to be initial contact for Scout leaders and then follow proper chain of command to begin project activity.
MOTION CARRIED.

Parks Maintenance:

Glenlord Beach Overlook – Discussed closing of park until proper funding can address numerous safety issues. Erosion problem is considered long term. Fill has been poured over the edge, but now the decking structure is not fully supported. Before making any recommendations on whether or not to sell this property, the board agreed to hold public hearings. The \$5,500 estimate listed on the report "Maintenance and Repairs for the Parks" would allow only minimal repairs to be made and does not take into account ongoing erosions problems. The board does not consider this project a priority within its own tight capital improvement budget.

Tucker, seconded by Hoskins, made a MOTION to recommend immediate closure of Glenlord Beach Overlook until proper funding is secured to make necessary safety repairs. MOTION UNANIMOUSLY CARRIED.

Tucker, seconded by Knapp, made a MOTION to close parking lot gates and post sign notification of closing at Glenlord Park and use other means of informing the public of the park's closure, according to proper township procedures. MOTION UNANIMOUSLY CARRIED.

Lincoln Township Community Park – Ken Field, representing Rocket Football, sought permission to take care of fields. Rocket Football is willing to provide volunteers to oversee and fertilize and to pay for their supplies. Chairman gave permission, but requested Rocket Football keep him apprised of any work being done to avoid duplication.

Baseball Fields – The leaky roof at the pitching building has been patched, but not properly fixed.

Soccer Fields – LYSL requested lighting to address safety concerns at the fields. They proposed two tall light poles near the parking area. Hoskins will check with AEP to see if poles could be installed and how much lighting will cost per month.

Due to parks budget restructuring, the board agreed \$15,000 could be given towards the soccer concession stand and bathrooms project this year. Soccer representatives need to present a tentative plan by June and include a plan drawing and estimate of costs. It was noted that a lift station would be needed for a sewer system.

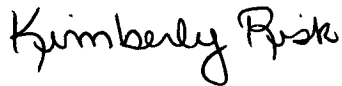
Parks House Site – The steel building next to the house is supposed to be torn down and hauled away this month. Tucker will confirm. The board needs to consider use of the Parks House, which is a major liability and not wheelchair accessible. Knight will check insurance situation. Currently house is insured for \$104,000, storage garage for \$11,000 and barn for \$32,000. Brief discussion held on whether house could be rented. No action taken.

Announcements: Knight informed the board that the decking at Glenlord Beach Overlook is insured for \$70,000. The Parks overall insurance payment increased this year to \$6,200 from \$2,700 last year. Knight agreed to research the following:

- 1) Who is the insurance carrier?
- 2) Does the township have an umbrella policy and parks pay an allocated amount?
- 3) Could we find a better insurance carrier? Current policy is through July 2005.

Adjournment: Meeting was adjourned by Chairman at 10:03 p.m.

Respectfully submitted,



Kimberly Risk, Secretary
Parks Commission