

**Lincoln Charter Township
Berrien County, Michigan**

**Special Joint Meeting
Parks Commission and Board of Trustees
Thursday, March 24, 2005**

The SPECIAL JOINT MEETING of the Lincoln Charter Township Board of Trustees and the Parks Commission was called to order on Thursday, March 24, 2005, at 1:04 p.m. by Supervisor Dick Stauffer, in the Municipal Building, 2055 West John Beers Road, Stevensville. The meeting was posted on March 16, 2005.

BOARD MEMBERS PRESENT: Brian Jewell, Deb Peterson, Al Pscholka, Supervisor Dick Stauffer. **ABSENT:** Sharon Geisler, Terrie Smith, Marc Florian.

PARKS COMMISSION MEMBERS PRESENT: Chairman Bill Tucker, Mike Lucker, John Hoskins, Kim Risk. **ABSENT:** Rich Knapp, Richard Knight, a vacant position.

ALSO PRESENT: Lincoln Charter Township Maintenance Supervisor Kevin Gebhard; Temporary Park employee Hugh Gillespie; resident Todd Gardner, 2027 Hidden Pines; recorder Marilyn Kubath.

Supervisor Stauffer presented a chart comparing Lincoln Charter Township and St Joseph Charter Township parks acreage, revenue, budget and percentages. (Attachment A).

Glenlord Beach

Tucker noted:

1. The cement rip rap placed on Glenlord Beach should have been covered by a MDEQ permit, which would have covered the sand to be placed over the rip rap. Any pilings would need a permit.
2. The Parks Commission had noted in previous meeting minutes that they recommend the Glenlord Beach property be sold and the money used to fund the maintenance of the other parks in the Township. He agreed that the Parks Commission should revisit their statement and be more specific with their recommendation so that the Board of Trustees will know their exact intent.
3. If nothing else, the park should be closed for safety reasons. There is a big hole in the parking lot, the stairs are unsafe, and the beach is unreachable in any safe manner, although there is a sandy beach for the first time in years.
4. To be determined is the percentage of the Parks budget that goes toward Glenlord Beach maintenance.

Stauffer noted that Glenlord Beach has been the only location mentioned in the past for a future water plant. He thought the steps to the beach should be repaired if possible. Everyone agreed the parking lot and viewing areas are much used, but in need of repair.

Pscholka asked that the Township Attorney be requested to investigate how this property became the Township's, just to be on the safe side. Then the Parks Commission should make a recommendation to the Trustees, defined in their meeting minutes. The item could then be placed on the Board of Trustees agenda for the April 12, 2005 meeting.

Parks Maintenance

Tucker, speaking for the Commission, would like to consolidate the efforts of the parks maintenance employee and the township maintenance employees, to keep the parks in order. If the Township agrees, Kevin Gebhard would supervise the parks temporary employee, Hugh Gillespie; the township employees; and the part-time summer help, as he was doing up to a few years ago. Tucker agreed to keep Gebhard in the loop with information from the Parks Commission. He will work with Gebhard on the list of projects to be done. Gillespie also knows what routine work has been ongoing. The Parks tractor needs repair or replacement and it would be great to share this expense and the use of the tractor with the Township.

Stauffer said the Township would help put the cooperative efforts back the way it was.

Gebhard requested that work orders be issued, as before, so that there are few verbal orders to be missed or misunderstood.

Park reservations and rental fees

The Commission will handle the scheduling of the renting of the baseball/softball and soccer parks. The Township staff will continue with the scheduling of the renting of North Lake Park and the Community Center. The subject of opening the bathrooms at the parks was discussed; they need to be open when spring events are scheduled. St. Joseph Township opens their parks and bathrooms on April 1 of each year.

Discussion continued about the fees for renting the parks facilities. With about thirty reservations for the Community Center and North Lake Park for 2005, the group viewed rentals as a possible source of revenue. Therefore, the Parks Commission will set **new fee standards** applicable starting in the year 2006 for all facilities that are rented.

North Lake Park

Pscholka said the improvements to this park have been a Rotary project. All the volunteer hours and materials can be used as matching funds for a grant. The Parks Commission should check with Tony Korican from Rotary for the exact dollar value of their contributions.

Tucker said the Commission felt the North Lake Park grant should be put off for a year to see if other matching funds are available and to document the Rotary's contributions.

Trail and future management issues

These issues were discussed with no decisions being made.

Baseball/Softball and Soccer parks

Question: Will the sewer and water lines being installed for the indoor batting building be available for restrooms for the baseball and soccer fields? The baseball association would like a concession stand with the bathroom facilities. It was noted that the fields are so flat that gravity could not be used for the sewer lines; a lift station would be needed. The Soccer Association should submit a plan if it wants sewer and water service.

Stauffer said the Parks needs to read the grant to see if the purchase price of the property and the value of the Township's contribution for the sewer and water lines (\$160,000) can be used as matching funds for the grant. An official utility easement will be required for the sewer and water lines.

Volunteers

Todd Gardner, 2027 Hidden Pines, former owner of South Shore Development asked if he could volunteer as a parks manager. He is retired, has time on his hands, and really likes this area. He suggested getting professional help with the grants, someone like Joy Klute who lives in the Township and is a professional grant writer. It was suggested he submit a letter as an application for the vacant position on the Parks Commission.

Peterson suggested the Commission contact the various Boy Scout troops in the area. The Eagle Scouts are always looking for volunteer projects to complete their badge requirements. Coordinate the scouts through Hugh Gillespie and Kevin Gebhard. Kim Risk has coordinated work with local Girl Scout troops.

Excess parks property

Risk asked if the Township could sell the small piece of parks property adjacent to the Hickory Bluff Cemetery. It was noted that the parcel would be landlocked and basically is unusable swamp land and not of much value.

Master Plan

Risk said that she attended the visioning session and felt those in attendance wanted a long term parks plan besides the five-year plan.

Miscellaneous

Lakeshore School District owns the property on which the school, tennis courts, football, and baseball fields are located on the East side of Cleveland Avenue, from John Beers Road south to the south side of the school baseball fields, zoned R-1 single family residential. The Township owns the property on the East side of Cleveland Avenue, North of Rockey Weed Road to the north side of the softball/baseball fields, zoned R-4 Agricultural/Open Space. There is one twenty (20) acre parcel between these properties that is privately owned and zoned C-3 Commercial.

Adjournment

There being no further comments, the meeting adjourned at 2:05 p.m.

Marilyn Kubath, recorder