

PENINSULA TOWNSHIP PARK COMMISSION
Special Meeting
Township Hall
February 13, 2018, 1pm
Minutes

1. **Call to Order** by Anne Griffith at 1:00 pm
2. **Pledge**
3. **Roll Call:** Present-Griffiths, Atkinson, Snow, Skurski Absent: Cornell, Saunders
4. **Approve Agenda:** Snow motion; seconded by Skurski Passed unam
5. **Brief Citizen Comments:** None
6. **Conflict of Interest:** None
7. **Consent Agenda:** Snow questions whether there will be a regular meeting next month since it is unlikely that the Commission will have a quorum. Skurski moves to add the question to the business part of the agenda as Item G; Snow seconds. Passed unam
8. **Business**
 - A. **Payment for Michigan Lighthouse Alliance Conference.** Skurski reported at the last regular meeting that there were a number of invoices involving members and conferences that he withheld from submittal to the clerk's office. The purpose was to have the invoices register on FY2018-19 in April. This conference was one of the invoices in the group. Skurski felt it would not affect attendance at the conference for Ginger. Skurski makes a motion to move the invoices to FY 2018-19; Snow seconds. Passed unam
 - B. **Park Maintenance Contract.** Snow reported that the maintenance contract will expire on March 31, 2018. Skurski asked for assist in managing this contract since he will not be here over the next three weeks. Atkinson indicated that he would be willing to oversee the hiring. Skurski encouraged the Commission to advertise jointly with the Town Board for the position and to do it soon because of the upcoming FY2018-19. The contract goes out to bid and has to be advertised in the classifieds.
 - C. **2018 Peninsula Township Recreation Plan.** Skurski reported that the Park Master Plan will be up for discussion at the Town Board meeting tonight, and all commissioners are invited to attend to answer questions. No substantive changes have been made to the document. Skurski stated that the Commission could amend it later if needed.
 - D. **Grant application for National Endowment for the Humanities (NEH).** Snow reported that a grant application was received by Ginger from the NEH, to improve buildings, etc. It appears that it could be used for improvements, like toilets, at the lighthouse park. The Planner wants to look into it further. The County Health Department needs to be engaged in this effort as well. A key person from the Commission needs to take the reins on this. Snow will take the lead on this.
 - E. **Swim Buoys for Haserot Park.** Snow presented a suggested plan for providing buoys at Haserot. Wilkinson recommended buying the buoys as soon as possible. Snow made a motion to purchase two buoys not to exceed \$500.00, including shipping. Atkinson seconds. Passed unam
 - F. **Budget planning for 2018-19.** Skurski presented the current proposed budget for the FY 2018-19 to the Commissioners and reviewed most of the line items in the budget. He reported

working with the Clerk's and Treasurer's office on it. A discussion ensued on various line items in the budget. Skurski was confident that the budget will be accepted in its current form with only minor changes. He encouraged the group to provide additional information in the margins of the excel sheets to justify the items. A lot of the items are reoccurring expenses. Skurski went through a number of items in the budget, and he requested the commissioners to prioritize items in the budget. Resurfacing the tennis courts, roof, and lighthouse windows are the top priorities in the budget. Discussion of expenditures relating to the lighthouse took place.

G. March meeting. The commissioners agreed to meet on March 14, 2018, at a special meeting on the budget at 5 pm; the regular Park Commission meeting will occur at 7 pm. (This is different from the regular scheduled meeting for the Park Commission).

9. Citizen comments. None.

10. Board Comments. None.

11. Adjournment.