

**PENINSULA TOWNSHIP PARK COMMISSION  
REGULAR MEETING  
May 4, 2016**

Meeting called to order at 7:02 p.m.

**PRESENT: Andrus, Shipman, Griffiths and Skurski**

**ALSO PRESENT: Bob Wilkinson**, Buildings and Grounds; **Ginger Schultz**, Lighthouse Manager and **Deb Hamilton**, Recording Secretary

**ABSENT: Sanders** (excused)

**APPROVE AGENDA**

**Andrus** added Haserot dredging as Business Item G

**Shipman** added Haserot Memorial Bench as Business Item H and PNA Work Plan for 2016 as Business Item I.

**MOTION: Shipman/Griffiths** to approve agenda as amended. **MOTION PASSED**

**BRIEF CITIZENS COMMENTS – FOR ITEMS NOT ON THE AGENDA**

*Jon Snow, 10605 Bluff Rd.*, a sign for the Archie Park beach access might be helpful.

**Griffiths** said concerned about the public crossing a busy highway.

**CONFLICT OF INTEREST**

None

**CONSENT AGENDA**

A. Correspondence (as provided in packet)

B. Approve Minutes –

1. April 20, 2016 Regular Meeting

C. Treasurer’s Report

D. Invoice List Approval

**MOTION: Shipman/Skurski** to approve consent agenda as presented. **MOTION PASSED**

**BUSINESS**

**A. Lighthouse Manager’s Report**

**Ginger Schultz**, Lighthouse Manager, gave report. **Skurski** will talk to Township about using township credit accounts.

**B. Maintenance Report**

**Wilkinson** said need dust control at Bowers Harbor Park parking lot. **Andrus** will talk to Weatherholt about brining. **Wilkinson** asked Commission opinion about the tire swing that was ordered. Commission asked about return shipping fee.

**C. Budget Review Information/Review of Fund Balances**

**Andrus** said Hoffman said they are getting close. The computer company is doing the work. **Griffiths** asked what the timeline is. **Skurski** said it should be available by the next regular meeting. **Shipman** said she would like to have a meeting with the entire commission to have the auditor walk the Commission through the numbers. Skurski will talk to the Clerk about setting up an meeting with the auditor.

#### **D. Founders Day**

**Laura Johnson** asked to use Lighthouse Park for Founders Day celebration on September 10, 2016. **Andrus** said he will ask Weatherholt about donation jar. **Wilkinson** is concerned about tents. **Andrus** advised to talk to Planner about tents. There was Commission consensus that the event is a good idea.

#### **E. Log Cabin Estimates**

**Griffiths** said rough estimate in the range of \$6,000 for chinking the log cabin from M&M restoration. The Historical Society cannot do with project with volunteers but would pay for the project. **Andrus** said if use a contractor by law we have to open the project up for bids. Also need to address all of the repairs that need to be completed.

*Ellen Kerr, 14548 Bluff Rd.*, said the Historical Society's is working with Weatherholt. If the Historical Society pays for the work that needs to be done at the Log Cabin we expect the funds will come out of the reserve for Log Cabin restoration and renovation.

**Skurski** said need scope of work. Also need to know if a RFP is needed and how the funds are released. **Andrus** said need to hire the Township's engineers (Gourdie-Fraser) to provide a scope of work for the log cabin.

**MOTION: Skurski/Shipman** to find out the cost to utilize Gourdie Fraser to formulate a scope of work at the log cabin. **MOTION PASSED**

#### **F. Weather Station**

**Shipman** said she would like to know the location. **Schultz** said on top of the swing set. **Shipman** said she is in favor of this. Only thing needed is Park Commission permission, connect to router inside the lighthouse and sensor. **Andrus** and **Griffiths** are not in favor of this proposal. **Griffiths** said there are private homeowners in the area.

#### **G. Dredging Haserot**

**Shipman** asked the cost estimate. **Andrus** said possibly \$200-\$300 dollars.

**MOTION: Shipman/Skurski** to move forward with dredging Haserot not to exceed \$500. **MOTION PASSED**

**Andrus** said he has not received the information from Gourdie Fraser regarding dock.

#### **H. Haserot Memorial Bench**

*Jerry Ostlund, 18529 Mission Rd.*, would like to donate a memorial bench in honor of his family to be placed on west side of parking lot in front of handicap signs. There was discussion about placement, foundation and labor.

**MOTION: Griffiths/Shipman** to accept donation of bench and place it appropriately with cost following Sergeant precedent. **MOTION PASSED**

**I. PNA Work Plan for 2016**

**Shipman** said this is a work plan that came out of meetings with GTRLC staff. Shipman reviewed the work plan. There is a request of \$200 for materials to build a ramp.

**MOTION: Griffiths/Skurski** to approve agreement and funds. **MOTION PASSED**

**Long Range Planning**

**Skurski** said Bowers Harbor Park expansion meeting is on Monday. The PNA account will be closed in 18 months. Need to use excess funds.

**Citizen Comments**

*Nancy R. Heller, 3091 Blue Water Rd.*, said Claire Schoolmaster and Penny Rosi attended session on long range planning. Ask Claire for the information for Monday night meeting.

*Margaret Achorn, 11284 Peninsula Dr.*, said the Township Board has been talking about using the PNA excess funds to re-do the PNA parking lot. Are there plans to fill the potholes in parking lot at Bowers Harbor Park? **Wilkinson** said it is on the list. *Achorn* asked if the meeting with auditor, Weatherholt, Hoffman and Park Commission will include the public. **Andrus** said open meeting.

*Ellen Kerr, 14548 Bluff Rd.*, said the lack of manpower is why the project at the log cabin was not done. That is why Historical Society feels it is appropriate to hire profession to do the job.

*Jon Snow, 10605 Bluff Rd.*, asked about getting man power from individuals having to do community service as part of sentence. **Andrus** explained township employee must supervise. That position is now a contract position not a township employee.

**Board Comments**

**Griffiths** would like to be able to have signage on the outfield fence at the Little League fields.

Meeting adjourned at 8:37 p.m.

Respectfully Submitted,  
Deb Hamilton, Recording Secretary

These minutes stand to be approved at the June 1, 2016 Meeting.