

**PENINSULA TOWNSHIP PARK COMMISSION
REGULAR MEETING
July 6, 2016**

Meeting called to order at 7:00 p.m.

PRESENT: Andrus, Griffiths, Shipman, Skurski and Sanders

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

ABSENT: None

APPROVE AGENDA Sanders requested to combine Agenda items K and I and to take out item L and add it onto item C. Item E under the consent agenda is a special event application for the Peter Dougherty Society. That application was pulled and added as A under business.

MOTION: Shipman/Skurski to approve agenda as amended.

MOTION PASSED

BRIEF CITIZENS COMMENTS – FOR ITEMS NOT ON THE AGENDA

Matt Lau, 18800 Bay Street spoke concerning the outhouse at Haserot. He stated if the concrete is deteriorating, it should be treated and not expanded.

CONFLICT OF INTEREST

None

CONSENT AGENDA

Any member of the Board, staff or the public may ask that any item on the Consent Agenda be removed and placed elsewhere on the agenda for full discussion.

A. **Correspondence** (as provided in packet)

B. **Approve minutes** –

1. June 1, 2016 Regular Meeting; May 4, 2016 Regular Meetin; June 28th Special Meeting

MOTION: Griffiths/Shipman to approve minutes. **Motion passed 4-0.** Skurski abstained.

C. Treasurer’s Report

D. Invoice List Approval – Andrus asks why there are two Colliers Pest Control bills. Wilkinson advised one is for bees at the Lighthouse and one for bees at Bowers Harbor Park.

MOTION: Griffiths/Shipman to approve invoice list.

MOTION PASSED

E. Event Applications

BUSINESS

A. Event Applications – Dougherty House Event Application

Bill Cole, 3461 Shore Wood Drive spoke for the Dougherty Society. All funds from the fundraiser go to the restoration of the Dougherty House. Requests that the rental fees be waived.

MOTION: Shipman/Andrus to approve the event and waive the pavilion rental fee.

MOTION PASSED

B. Lighthouse Manager’s Report

Ginger Shultz presented Lighthouse Manager’s report.

Shultz presented gift shop/tour sales figures. Requested a Township credit card for purchasing the day-to-day items needed. **Shipman** advised a credit card for an employee is not possible. **Shipman** asks what we need to do to address the sidewalk SHIPPO issue. **Griffiths** wants to talk with GFA about that.

C. Maintenance Report

Wilkinson presented report. The light at Bowers Harbor Park stays on all day and should not. Neighbors are complaining. Someone has to get with Consumers and they have to be made compliant or removed. **Andrus** there was also a complaint about this at Haserot. **Sanders** will write the request letter to the Town Board to request they contact Consumers. Wilkinson advised the Ostlund memorial bench is being assembled. Who does he bill for the cement work? In the past the Township paid for it. **Sanders** advised going forward the donor is also responsible for materials and labor for getting it installed. **Sanders** will call Ostlund and advise him. Wilkinson the sumac is crowding the trails. We need to think about this fall or in the spring cutting those back. **Griffiths** where is the top priority? Wilkinson replied the Murray area and the maintenance road from Ridgewood to the barn. **Andrus** wants to discuss removing the sand in the road in front of the boat launch at Haserot. Wilkinson has the equipment and is willing to do it. **Andrus** would like to see it done weekly until Labor Day weekend. **Griffiths** is concerned about the outhouses and why they smell. Wilkinson they need to have two vents and room under the door for air to come in. Whatever we do we need to epoxy the floors. As far as the area at Haserot beach we were talking about was outside the outhouse. Discussion followed. Discussed possibly renting outhouses while the work is done on the bathrooms at the Lighthouse.

D. Agreement with OMPHS and Bid for Hessler Log Cabin Restoration

Sanders presented the agreement.

MOTION: Griffiths/Shipman to approve the agreement.

MOTION PASSED

Concerning the bid, there was one received. They did not attend the mandatory site visit as

outlined in the RFP. The Parks Commission can waive that requirement if they want to. Ellen Kerr from the Historical Society advised the Commission that there is a little over \$13,000 in the log cabin fund. Feels that it will take a vote of the Historical Society membership to see how much of that money will be turned over to the log cabin maintenance fund. The Historical Society would like to leave their balance at about \$2,000. **Sanders** wants to table this until the Historical Society can provide them with a firm figure of what they are going to donate to the project. Kerr to discuss with Society.

E. Pelizarri Natural Area (PNA) Capital Improvements

Skurski presents the funding available for parking lot improvements. This was included in the last long-term plan. Wants to get cost estimates for the improvements.

F. PNA Parking Lot

See above.

G. Bowers Harbor Expansion Project Update

Shipman provided update on the project.

H. Long Range Planning Committee structure and meeting schedule

Skurski advised he read the long-range plan on the Township website. Would like to have another member work with him to coordinate the information and put together a comprehensive plan. We also need to look at other forms of funding. **Griffiths** volunteers to help.

I. Off meeting spending approval

Skurski would like to see the Chair have the ability to approve bills between meetings. **Sanders** advised she does have that ability up to \$500.

J. Haserot Boat Launch Update

Brian Boles with Gourdie/Fraser & Associates has spent the last few months looking over Haserot Beach and advised the Commission there are a couple of options for the boat launch at Haserot. We still need to have approval from the Army Corp. The next step would be to put cost estimates for both approaches. Drawings were shown to the audience. Discussion followed. Boles will come back with costs for a couple of these ideas. Suggests having Al McDonald from Elmer's meet him and Andrus at Haserot and see what ideas he may have. Commission agreed.

K. Tree planting at Haserot Beach Park

Sanders there are dead trees at Haserot Beach and would like to see them replaced this fall. Just wants to be sure we have money to get this done this fall. Asks **Skurski** to check on that.

Citizen Comments

None.

Board Comments

Skurski reviewed his meeting with the Township auditors.

Shipman advised that some documents for the BHP expansion are in the packet.

Meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Mary Avery, Recording Secretary

These minutes stand to be approved at the August 3, 2016 Meeting.