

MINUTES
PENINSULA TOWNSHIP PARK COMMISSION
SPECIAL MEETING

Township Hall 13235 Center Rd.

June 20, 2018 7 PM

1. Call to Order at 7 PM by Griffiths, Chairperson

2. Pledge of Allegiance

3. Roll call: Griffiths, Atkinson, Skurski, Cornell Absent: Snow

4. Approve Agenda Motion to approve agenda by Skurski. Second Atkinson **PASSED UNAM**

5. Brief Citizen Comments Susie Shipman 14735 Shipman Rd. -Pickleball players are driving over the grass right up to the court. Perhaps Gary Cipriani can be contacted to inform his list of pickleball players to park in the parking lot and walk to the courts.

6. Conflict of interest None

7. Consent Agenda

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

Correspondence (if any, provided in packet)

Approve minutes of May 9, 2018 and minutes from May 30, 2018 Special Meeting (Minutes to be approved at the next regular meeting)

Treasurer's report and invoice list approval

Action-Motion Skurski made a motion to approve Consent Agenda. Atkinson second.

PASSED UNAM

There were some additional invoices for electrical work for approximately \$1,040 that did not make the list of items to be approved and submitted for payment. Skurski has not seen these invoices and they could have been submitted directly to the township. Board determined they could approve invoices or wait until next month. Skurski noted there is a procedure and form that was established for invoices to be approved and submitted. Invoices not on the list are to be submitted for the following month.

Action-Motion Atkinson made a motion for the two additional electrical bills to be paid. Cornell second. Voice vote Ayes-Atkinson, Griffiths, Cornell Nay-Skurski

8. Business

A. Lighthouse Manager's Report including Conference report Ginger Schultz 5877
Smokey Cove Drive

Sales for the month of May were \$15,854.59. Tour revenue was \$6,168 and the gift shop sold \$9686.59 in merchandise. The lighthouse was voted number 2 in the Best of edition of North Traverse Magazine and is now on the Traverse Travelers app. The \$40,000 check from the State Historic Preservation Office (SHPO) should be mailed this week. The lighthouse keeper program is fully booked for 2018 and requests for 2019 are happening. More volunteers are needed on Mondays when the keepers are off. A volunteer event on June 7 at the lighthouse drew about 12 people who primed fences and planted flowers. Food was served and what was left over was taken to the fire department. More people would probably attend if this were to become an annual event. Schultz attended the Michigan Lighthouse Conference on Mackinac Island May 20-22. Schultz shared insights on how Old Mission Lighthouse gift shop and keeper program worked and encouraged all managers to embrace social media. Other lighthouse managers shared their similarities and differences with the challenges regarding funding, maintenance, and volunteers. A lighthouse friend's membership that could cost \$1000 and allow lifetime access to the lighthouse was one idea for fund raising. Mihm completed replacing 9 tower-lantern deck windows. Bid to replace wood under leaking windows is \$7,225; budgeted at \$3,000. A previous painting company had wrapped the wood under the windows with thin plywood as a facade. This needs to be removed to actually assess the work needed. Wilkinson, a member of the Park Commission and Schultz will investigate further. Chimney fans for the two vault toilets are not of a regular size and Wilkinson is working to retrofit the pipe so they will fit. Atkinson suggested that a list of needed volunteer lighthouse tasks be given to the Friends of the Lighthouse and be posted somewhere. Requested that a report be generated to show how much work has been accomplished by volunteers either monthly or quarterly.

B. Maintenance Report -Bob Wilkinson 18426 Condor, Interlochen, 49643

At Bowers Harbor Park four grills were replaced with two others to be installed; refastened playground equipment and will place mulch around that area. At Haserot Beach the playground equipment was repaired and the dock extension installed. Wilkinson has done nothing regarding the trees and a patch of poison ivy in the tall grass will be sprayed at Haserot Beach. Mowed and cleared all trails. Schultz requested that gravel be placed in parking lot right by the lighthouse garage as it becomes muddy whenever it rains. Wilkinson will contact a gravel company. Discussion regarding how to solve the smell coming from vault toilets occurred.

Action-Motion Atkinson moved that the Department of Natural Resources (DNR) be contacted to have an expert in vault toilet functioning and tree cutting meet with members of the Park Commission. Skurski second.

PASSED UNAM

C. Beach events – A request was made by Bob Thiel to build a fire pit and install two benches at Haserot Beach as a memorial to his mother and brother.

Action-Motion Atkinson moves that 2 benches that conform to the Park Commission Guidelines and paid for by Thiel be installed. Request for fire pit denied. Cornell second.

PASSED UNAM

Commission considered a written request by Dave Warne, a percussion teacher at NMC for 26 years to have a party on Haserot Beach for 45-50 people. Board raised concerns about this event potentially violating Township Board Noise Ordinance and Haserot Beach is surrounded by a residential community. The Peninsula Township Special Event Application submission was not the correct form and is used for Bowers Harbor Park and Mission Point Lighthouse use requests.

Action- Motion Griffiths makes a motion that while the Park Commission cannot prohibit the event; the recommendation is to request permission from the Township Board. Skurski second.

PASSED UNAM

D. OMPEF Bowers Harbor Event- Susie Shipman 14735 Shipman Rd

The Old Mission Peninsula Education Foundation (OMPEF) has an approved event for July 1, 2018. The parameters of the event have expanded. The President of Grand Valley State University has been invited as well as the entire surrounding community. The ribbon cutting at the school is at 5:30 PM and Bowers Harbor Park event is from 6:30-8:30 PM. The estimate of people has increased to potentially 100-150 people (permit for 75-80), there would be a canopy that would need to be delivered the day before the event and picked up the day after. Parking would be controlled to make sure others can use the park.

Action- Motion Atkinson moves that the updated permit request be granted. Cornell second.

PASSED UNAM

E. \$20,000 from Township for budget- Skurski drafted a letter to be sent to Brad Bickle, Township Treasurer and the Township Trustees requesting a reinstatement of \$20,000 to the Park Commission Budget. The letter contains background information and explains that the current deficit is projected at \$37,000 without the \$20,000. The Park Commission believes this was an oversight. When this issue is placed on the Township Board Agenda, members of the Park Commission will attend.

Action- Motion Atkinson moves that letter be sent. Cornell second.

PASSED UNAM

9. Citizen Comments None

10. Board Comments Skurski is preparing an analysis whether a transfer of money is needed from the Lighthouse Gift Shop Account (\$127,000) to the Lighthouse Account, which has a \$27,000 deficit. This will be presented at the next Park Commission meeting on Wednesday, July 11, 2018 at 7:00 PM. The \$40,000 from SHPO could be a pass through as the Peninsula Township gave that amount to the Park Commission.

11. Adjourn Meeting Adjourned at 8:55 PM

Lola Jackson

Recording Secretary

