

PENINSULA TOWNSHIP PARK COMMISSION

Regular Meeting

Township Hall

September 7, 2016

7:00 p.m.

Agenda

1. **Call to Order**
2. **Pledge**
3. **Roll Call**
4. **Approve Agenda**
5. **Brief Citizens Comments – for items not on Agenda**
6. **Conflict of Interest**
7. **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 –

August 3, 2016 Regular Meeting

August 10, 2016 Special Meeting

August 18, 2016 Special Meeting

C. Treasurer's Report

D. Invoice List Approval

8. **Business**

A. Devil's Dive Half & 5K --Siderman

B. Update Long Term Planning Update--Skurski

C. Maintenance Report /Wilkinson Contract/Mowing Subcontract--Sanders

D. Lighthouse Manager Report

E. Cub Scouts joint stewardship project with GTRLC at PNA

F. Hessler Log Cabin Restoration Schedule

- G. Update Bowers Harbor Expansion --Shipman

H. Tree planting at Haserot Beach Park

I. Consumers re Bowers and Haserot lights

9. **Citizen Comments**

10. **Board Comments**

11. **Adjourn**

Peninsula Township has several portable hearing devices available for audience members. If you would like to use one, please ask the Clerk.

PENINSULA TOWNSHIP PARK COMMISSION

REGULAR MEETING

August 3, 2016

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

PRESENT: Skurski; Andrus, Griffiths and Sanders

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

ABSENT: Shipman (late)

APPROVE AGENDA

MOTION: Skurski/Andrus to approve agenda.

MOTION PASSED 4-0 (Shipman absent)

7:03 Shipman arrives.

BRIEF CITIZENS COMMENTS – FOR ITEMS NOT ON THE AGENDA

None.

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. July 6, 2016 Regular Meeting

C. Treasurer's Report

D. Invoice List Approval

Skurski advised some invoices were late being entered. New total is \$5,809.53.

E. Event Applications

MOTION: Griffiths/Skurski to approve consent agenda.

Skurski - yes; Shipman – yes; Griffiths – yes; Andrus – yes and Sanders – yes.

MOTION PASSED

BUSINESS

A. DNR – Moorings-Kelley Park Report

Annamarie Bauer and Tim Shriner from the DNR presented two options for Kelley Park. Maps of Haserot Beach and Kelley Park were distributed to the Commission and the audience. It would

cost \$50,000 to dredge at the Old Moorings location. The DNR proposal would be to work on a carry down site by the end of next year and hold off on the powerboat part until later. Or, the DNR can lease the property back to the Township and let the Township develop it with the power boat launch that the DNR estimates would cost \$300,000+. The DNR site is approved for boat activity only. It is never to be used for swimming. The estimate for the kayak launch is \$100,000.

Discussion followed.

7:40 **Griffiths** left the meeting due to illness.

B. Lighthouse Manager's Report

Ginger Shultz presented Lighthouse Manager's report. Would like to have some trees removed from the beach at the Lighthouse.

MOTION: Shipman/Sanders to remove the trees.

MOTION PASSED 3-1 (Andrus)

Sanders asked Wilkinson to remove the tree.

C. Maintenance Report

Wilkinson presented maintenance report.

MOTION: Shipman/Skurski to arrange for Wilkinson to order tire swing for BHP not to exceed \$600 including shipping.

MOTION PASSED

Shipman presented the RFP for plowing/mowing.

MOTION: Skurski/Sanders to continue the RFP process and spend up to \$250 for the Parks part of the newspaper ad.

MOTION PASSED

Shipman presented trail maps for Commission review. GPS maps would be an additional \$100.

MOTION: Skurski/Sanders to proceed with the GPS maps at an extra cost of \$100.

MOTION PASSED 3-1 (Andrus)

D. Hessler Log Cabin Restoration/Contract

Sanders provided update.

E. Bowers Harbor Expansion Project

Shipman provided update.

F. Long Range Planning Committee structure and meeting schedule

Skurski provided update.

G. Tree Planting at Haserot Beach Park

Sanders provided update.

H. Consumers re: Bowers Harbor Park and Haserot Beach lights

Sanders asked the Township Board to ask Consumer's for permission to fix the lights that are not in compliance. It is on the Township Board's next agenda for approval.

I. Update from SHPO regarding Lighthouse Restoration Grant

Sanders provided update. Contract cannot be broken into parts.

Citizen Comments

John Devol, 18534 Mission Road, commented on removing the grass on Haserot Beach before planting the trees.

Board Comments

Skurski asks that all invoices be turned in by the Thursday before meetings so that there is time to get them entered.

Meeting adjourned at 8:30.

Respectfully Submitted,
Mary Avery, Recording Secretary

These minutes stand to be approved at the September 7, 2016 Meeting.

PENINSULA TOWNSHIP PARK COMMISSION

Special Meeting Minutes

Township Offices Conference Room

August 10, 2016 8:00 AM

Meeting called to order at 8:00 AM

Present: Sanders, Chair; Griffiths

Excused: Griffiths

Absent: Andrus

The meeting was cancelled due to quorum not being met with the absence of Andrus

Business

A. Decision on Rebid vs. Mihm Bid for Lighthouse Grant

Citizen Comments *Nancy Heller 3091 Blue Water Rd* Disappointed that Jon Andrus came for the meeting and then left prior to quorum being met.

Board Comments Sanders disappointed that Jon Andrus came for the meeting and then left prior to quorum being met.

Adjourned: 8:05 AM

Respectfully Submitted,

Maura Sanders, Chairperson Peninsula Township Park Commission

PENINSULA TOWNSHIP PARK COMMISSION

Special Meeting Minutes

Township Offices Conference Room

August 18, 2016 4:30 p.m.

Meeting called to order at 4:35 PM

Present: Sanders, Chair; Shipman, Skurski

Excused: Griffiths

Absent: Andrus

Approve Agenda Shipman/Skurski Motion Passed 3/0

Brief Citizens Comments – for items not on Agenda None

Conflict of Interest None

Business

A. Decision on Rebid vs. Mihm Bid for Lighthouse Grant

Discussion on oversight of the project. Project to be managed by **Ginger Schultz** (Lighthouse Manager), **Bob Wilkinson** (Contracted Maintenance Employee) and **Maura Sanders** (Park Chair). **MOTION: Skurski/Shipman** to award Mihm Contracting a portion of the current Lighthouse Grant restoration contract up to \$60,000 for work to be completed by 12/31/2016 for the following: re-grading and sidewalk restoration, keepers dwelling and the storage building. Please see April 1, 2016 proposal for bid from Mihm Contracting (attachment A). **Motion Passed Roll Call Vote 3/0**

Citizen Comments *Nancy Heller 3091 Blue Water Rd* Requests that the public is notified via Township webpage, Lighthouse Facebook page when the work commences.

Board Comments **Skurski** requests clarification on revenue vs. spending entries for the Lighthouse. **Skurski** will consult with **Ginger Schultz**, LH Manager, for accuracy of input.

Shipman will provide update and information on the lawn mowing portion of the Parks Maintenance Contract with **Bob Wilkinson** at the September regular meeting. Park Commission will check on the status of sub-contractor liability and insurance coverage.

Adjourn MOTION: Shipman/Skurski Motion Passed and meeting adjourned at 5:00 PM

Respectfully Submitted,

Maura Sanders, Chairperson Peninsula Township Park Commission

GIFT SHOP						
supplies						
Date	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount
8/29/2016	509	727.000	2016-2	Laura Johnson	gift shop inventory reorder- books	175.00
4/28/2016	509	727.000	70165	TR McTaggart	gift shop inventory-clothing	1,428.04
8/15/2016	509	727.000		Anne Griffiths	gift shop inventory -books	105.00
8/20/2016	509	727.000		Aubrieta Hope	gift shop inventory reorder -playing cards	144.00
8/18/2016	509	727.000	48650	Avery Color Studios	gift shop inventory reorder - stickers &books	241.55
8/10/2016	509	727.000	80338	TR McTaggart	gift shop inventory reorder-clothing	524.63
	509	727.000		Nestled Pines	gift shop inventory reorder- ornaments	485.20

LHouse						
supplies						
Date	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount
8/11/2016	508			Ginger Schultz	trash bags & gift shop plastic bags (SAMS)	27.96
8/20/2016	508			Deweese	propane refill	20.99
7/29/2016	508			Deweese	paint, painting supplies and fan	82.94
8/17/2016	508			Deweese	mouse traps, watering can	24.96

LHouse						
printing & publishing						
Date	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount
	508					

Lhouse						
activities						
Date	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount