

**PENINSULA TOWNSHIP PARK COMMISSION  
REGULAR MEETING  
October 5, 2016**

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

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

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

**ABSENT: None**

**APPROVE AGENDA**

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

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

None

**CONFLICT OF INTEREST**

None

**CONSENT AGENDA**

- A. Correspondence (as provided in packet)
- B. Approve Minutes –
  - 1. September 7, 2016 Regular Meeting
  - 2. September 15, 2016 Special Meeting
- C. Treasurer’s Report – Revenues are only through the month of August.
- D. Invoice List Approval

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

**BUSINESS**

**A. DNR – Moorings-Kelley Park Report**

**Sanders** said Tim Schreiner from the DNR was here a couple of months ago. The DNR does have plans to develop Kelley Park. It will be proposed in the DNR 2017 capital budget. There has been a great amount of community input regarding Haserot and Kelley Park. The DNR is doing an environmental study at Kelley Park. There will be no movement until the test done.

A resident from the audience asked if it can be mowed. **Sanders** said she can request it be mowed. Another resident from the audience asked about advance notice of meeting. **Sanders** said will post as soon as possible.

**B. Lighthouse Manager’s Report**

**Schultz** gave update on fireplace. MIHM started restoration project. Public restrooms lock/door is being fixed. Lighthouse parking lot stop sign was stolen and need more directional signage. Wood floors

repairs will be postponed. The keepers' bathroom toilet sweats and gets carpet wet. There is probably mold. The whole bathroom is in poor condition. Schultz provided the Commission with pictures of the bathroom. Costs for replacing items in bathroom were given. Refrigerator is also leaking and carpet is getting wet. Gift Shop sales through September 30, 2016 is \$117,897.45 with \$58,488 in tour/climb sales. Some of the tourists are breaking the rules. A wedding in August took over the Lighthouse one morning. We may need to change website wording about weddings. Schultz gave example of new wording.

### **C. Maintenance Report**

**Wilkinson** said just normal items. **Sanders** said tire swing looks great. **Shipman** asked if leaking pump at BHP can be fixed. **Wilkinson** said he will fix when he shuts it down for the winter.

### **D. Hessler Log Cabin Restoration/Contract**

**Griffiths** said because we were slow in getting organized on this project. We fell to bottom of list. There are plans to finish chinking around the end of the month. Historical Society will be helping on a couple of projects too.

### **E. Bowers Harbor Expansion Update**

**Shipman** said last Committee meeting was September 19, 2016 and the Committee will be meeting tomorrow. We received a preliminary report from consultant. We are reviewing that report and prioritizing development for the park. There is a difficult boundary on the west side. Shipman is working with Staff with that issue and farm access road that is on our property. We are moving through our planning goals. We are putting together a prioritized list and final conceptual design for public input. The Park Commission approved Phase 1 and now she is requesting to move into Phase 3. Phase 2 is no longer needed. **Skurski** asked about Phase 2. **Shipman** said Phase 2 was for multiple concept designs but public seems to want what the Park Commission had in mind for the park.

**MOTION: Sanders /Griffiths** enter into Phase 3 not to exceed \$6,500. **MOTION PASSED**

### **F. Long Range Planning Committee structure and meeting schedule**

**Skurski** said met with Planners. Griffiths and Skurski will review plan may want to include handicap accessibility and financial assessment. Public hearings would begin next year.

### **G. Tree planting at Haserot Beach Park**

**Sanders** said Hayward is working on a grant to get a large lot of saplings trees. We want to use most for a natural buffer at Bowers Harbor Park but would like to plant some at Haserot.

### **H. Consumers re Bowers and Haserot lights**

**Sanders** said that request for light shields is at the Township Office. She hopes the request will be at Consumers Energy soon.

### **I. Lighthouse Interior Updating Plan**

**Sanders** said the budget is set now. We know we have to do bathroom, kitchen and other general maintenance items. The biggest problem is the bathroom. There was discussion about RFP, estimates and the scoop of work. Schultz will get estimate for the lighthouse keeper bathroom.

**J. PNA – Cub Scouts/MOU**

**Sanders** handed out the Memorandum of Understanding. This is an understanding between the Park Commission and Scout Pack 26 for stewardship projects.

**MOTION: Shipman/Andrus** to approve Memorandum of Understanding. **MOTION PASSED**

**K. Mission Point Lighthouse Trail Maps**

**Shipman** worked with Schoolmaster to put together a map. Image 360 provided a quote. The quote does not include labor to install. The quote is \$914. There was discussion about how many more sign posts are needed. Wilkinson suggested putting signs half way of the longer stretches of trail for emergency purposes. There was consensus to add another sign at lighthouse. Shipman will check on cost but will probably be less than \$60. Signs will be put up by Wilkinson.

**MOTION: Griffiths/Skurski** to purchase signs not to exceed \$1,000. **MOTION PASSED**

**L. Sam’s Bench**

**Griffiths** said last year the Park Commission gave permission for a bench. The foundation is there but no bench yet. The bench will be at #2 on the Lighthouse Trail map.

**Citizen Comments**

*Ellen Kerr, 14548 Bluff Rd, President of Mission Point Lighthouse Friends*, said she appreciates the Park Commission willingness to address issue of bathroom at the lighthouse. We need to make sure the keepers are happy.

**Board Comments**

**Skurski** said he spoke with Westphal about fund balances. The audit is closed and will have auditor in to talk about balances. He suggested to Westphal a better process for moving balances from account to account and balance guidelines.

**MOTION: Shipman/Andrus** to adjourn at 7:52 p.m. **MOTION PASSED**

Respectfully Submitted,  
Deb Hamilton, Recording Secretary

These minutes stand to be approved at the November 15, 2016 Meeting.