

# PENINSULA TOWNSHIP

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**Township Board and Parks Committee**

**Joint Special Meeting**

**January 24, 2023, 7:00 p.m.**

**Township Hall**

**DRAFT Minutes**

1. **Call to Order** by Chown at 7:02 p.m.

2. **Pledge**

3. **Roll Call**

Township Board: Achorn, Sanger, Rudolph, Shanafelt, Chown

Absent: Wunsch, Wahl

Parks Committee: Murphy, Dahl, Butler, Zebell, Skurski, Chown

Absent: Milliken

4. **Citizen Comments:** none

5. **Approve Agenda**

**Rudolph moved to approve the agenda with a second by Shanafelt.**

**Motion passed**

**by consensus**

6. **Conflict of interest:** none

7. **Consent Agenda:**

A. Minutes from January 10, 2023, Peninsula Township Board Special Meeting

**Sanger moved to approve the consent agenda with a second by Rudolph.**

**Motion**

**passed by consensus**

8. **Business**

1. Second public hearing on the updated parks and recreation plan and consideration of Resolution 01-24-23 #1, Adoption of the 2023 Peninsula Township Five-Year Parks and Recreation Plan, with action expected to be taken.

**Chown:** the updated plan is available on the website, sans the changes that Marge [Achorn] submitted on Wednesday and that Barry [Hicks] made today.

**Heller:** asked for the changes to be read by Chown.

**Chown:** on page 6, the bottom sentence: Change after the comma to read: "Due to a large increase in visitors, the committee may need to explore additional ADA accessible parking near the area beach."

On page 12 [second paragraph], third line: correction of official name: it should be "The Mission Point Lighthouse Keeper Association..."

Page 22, fourth paragraph, second line: after the parenthesis delete "reinsulated" and the

sentence should read: "windows have been replaced."

Last sentence [page 22, fifth paragraph], delete "in progress." Sentence should read: "Its foundation has been strengthened, major tower repairs completed and basement insulation installed. The historic exterior restoration of the lighthouse is now completed." Sixth Paragraph: delete "pit" and change to "vault toilets." Next sentence: "Planning for flush toilet facilities is seen as essential." Delete "and is in progress."

Page 36, delete first point: "Explore shuttle..."

**Chown opened second public hearing on the newly updated township parks five-year parks and recreation plan at 7:09 p.m.**

**Lisa Coffman, 13664 Heeden Drive:** concerned about the tennis court/basketball court. In the event that we do have somebody playing tennis and basketball at the same time, what is the protocol? Are we putting up a fence so we can have individual spots? How's that going to work with putting the basketball courts where the tennis courts are? **Skurski:** when we looked at the possibility of putting in the basketball courts on the tennis courts, the thought process was that if there is a requirement for some kind of barrier, we can do that. Rather than put something like that up initially, we'll see how the utilization goes and see if it's required. A lot of people play basketball on a half court, which would at least minimize the cross traffic.

**Coffman:** it's hard when the pickleball players want to go across the court with their equipment and people are playing tennis. The tennis court has two doorways that can both be utilized. My sister and I have had this happen a couple of times, where the pickleball people cut across instead of walking around to the other side. I understand that some of the equipment might be heavy but they shouldn't be inconsiderate. Can we put a sign saying, "Please use other door when other games are in progress" or even move it [the lockbox] over to the west corner?

**Skurski:** we're looking at trying to move the lockbox to the other side. Moving the basketball court location isn't going to happen until we put in new pickleball courts, which should alleviate the duplicate use of the existing tennis courts.

**Coffman:** if we can look into moving the equipment over to the northeast corner, that would be great.

**Chown:** if the pickleball court construction is delayed, can we still move the box? That should alleviate the problem. Thank you. We appreciate knowing what is happening.

**Chown closed the public hearing at 7:13 p.m.**

**Chown:** any discussion on changes before we vote?

**Cram:** page 18 says in the second paragraph, "Township has not completed an Americans with Disabilities Act transition plan." Is this something we need to do? Is it going to look unfavorable that we haven't done it?

**Barry Hicks, LIAA:** it's not required by the DNR guidelines. It's a suggestion. In the future, it's a separate study you could do. The guidelines that are required in the grading system we used in this report are from the DNR guidelines. As far as I am aware, it shouldn't affect your grant application. If you were planning on pursuing more ADA projects, you could consider it in the future.

**Chown:** can you tell us how comprehensive or expensive it is? Does it take a lot of time?

**Hicks:** I would have to look into it.

**Chown:** I can look into it too.

**Murphy:** does that sentence even need to be there?

**Hicks:** I put it in to follow DNR guidelines. I don't know if it will affect you to not have it.

**Skurski:** we've had a lot of ADA-related projects in most of the parks. If it's just a matter of formalizing those targets into a document, I think we could do that pretty quickly.

**Chown:** I think it's important. We should do it. We had a lot of assistance [in the form of letters of support] in the grant applications we've submitted from the disability network and from Susan Odgers, a local columnist and disability advocate. It would make sense for us to follow through on this.

**Cram:** can we add that we plan on looking into it in the future?

**Sanger:** my suggestion would be to go back in the action plan and put it high on the priority list and delete that sentence from page 18.

**Hicks:** on page 34, under goal one, objective one reads, "Retrofit existing or build new facilities to accommodate accessibility needs, including ADA bathrooms, pavilions, picnic spaces, trails, boardwalks, parking spaces and signage." If you want to delete the sentence from p. 18, I'm not sure if it would really impact anything one way or another.

**Cram:** I think we just want to add it under the action plan.

**Chown:** I don't think that causes a problem with the content of page 34.

**Cram:** it's consistent.

**Sanger:** I would submit that for objective one, the first step is to do just that.

**Skurski:** put it first. According to the goal sequence, it would be first.

**Hicks:** I can do that.

**Ginger Schultz, Lighthouse Manager:** on page 18, for Hessler Log Cabin, the chart says, "The entry door is too narrow for wheelchair access." That's not true. The back viewing area has a ramp and you can get a wheelchair there.

**Rudolph:** you can't get into the main cabin.

**Achorn:** no one can.

**Schultz:** you can get a wheelchair to the viewing area, and that's what we open every day when we're open.

**Chown:** is the back area the entry door? Is that the same thing?

**Rudolph:** the main entry door is typically closed and locked. The only way you can actually see into the Hessler Cabin is from the viewing area in the back, which you can access by wheelchair.

**Schultz:** the front door is only open one day a year.

**Chown:** change what it says to, "The back door viewing area allows for wheelchair access."

**Hicks:** how about, "The viewing area allows for wheelchair access."

**Board agreement**

**Zebell:** does that change the number that is associated with it?

**Shanafelt:** not technically because the one day of the year that the front door is unlocked, a wheelchair cannot get through that door.

**Chown:** why do we only open it once a year?

**Rudolph:** we open it on Log Cabin Days.

**Cram:** two little things. Page six at the bottom, where you changed “area beach,” there are two periods. Page 12, where you made a change to the Mission Point Lighthouse Keeper Association, there needs to be a space between “Association” and “501(c)(3).” Page 17 has only one line. Is it possible to move that up?

**Hicks:** that’s a formatting issue. I saw that after I printed it. I’ll look at it.

**Achorn:** there’s a space missing on page 13. Under the bullet points, that first sentence, “gift shop” needs a space.

**Chown:** yes and capitalize the “S” too please.

**Zebell:** page 34, formatting under objective 1, needs indentation.

**Shanafelt:** on that page the other indentations have an extra space.

**Chown:** this is a clear indication the content must be pretty good.

**Murphy moved to accept the plan as amended and to recommend acceptance by the township board with a second by Zebell. Motion passed by consensus**

**Chown:** once we pass the resolution, you [Hicks] will input these final changes tomorrow morning?

**Hicks:** yes, and I’ll need is a copy of the minutes from the tenth and from this meeting. I sent transmittal letters to you and Marge today.

**Chown:** I have them here on township letterhead ready to sign.

**Hicks:** I need copies of those letters. When you send them, send a copy of the finished plan.

**Chown:** including all the appendices, the approximately 150 pages?

**Hicks:** everything. To the county and the regional planning agency. I need the resolution when it’s signed back from you.

**Chown:** minutes from the January 10 meeting have not been approved yet.

**Hicks:** other jurisdictions go through this adoption process where they submit the minutes with their plan and, because of the February deadline, they haven’t had the subsequent meeting to approve. The key thing is did you capture accurately the public input that was received.

**Chown:** you also need the minutes from tonight, tomorrow?

**Hicks:** I need to include them in the appendix.

**Chown moved to adopt the 2023 Peninsula Township Five-Year Parks and Recreation Plan with a second by Shanafelt.**

**Roll call vote:** yes – Achorn, Sanger, Rudolph, Shanafelt, Chown.

**Passed unan**

**Cram:** Barry, do you need the legal notices?

**Hicks:** we need the affidavit of publication from the newspaper.

**Cram:** I have the electronic copy but I can also get you the newspaper copy.

**Chown:** do I need to include that with the material I’m sending to the county?

**Hicks:** yes. Wait to send the transmittal letter until you get the final draft back from me with all the minutes and the publication affidavits. I’m going to take all of the documents you give me, append it back into a document, make any corrections, and then send

everything back to you.

**Chown:** then I make two copies and mail it.

**Shanafelt:** it has to be hard copy?

**Hicks:** let me check the DNR guidelines to see if you can email it. I'm not sure about that.

**9. Citizen Comments:** none

**10. Board Comments**

**Sanger:** thank you to the parks committee and LIAA for the tremendous job. It's very well done. To my fellow residents, members of the parks committee, thank you for your hard work.

**Shanafelt:** I would second those comments. Really nice work.

**Ahorn:** an awesome job. Thank you very much, Barry.

**Rudolph:** thank you to all of you. It's amazing how quickly this all got done.

**Chown:** the parks committee worked very hard on the wording and the sentiments expressed in these goals and objectives. Thank you for your dedication to our parks and our township. This is a beautiful plan.

**11. Adjournment**

**Shanafelt moved to adjourn with a second by Sanger.**

**Motion approved by consensus**

**Skurski moved to adjourn with a second by Zebell.**

**Motion approved by consensus**

**Adjourned at 7:38 p.m.**