

**Parks and Recreation Committee**  
Clearwater Township, Kalkaska County, Michigan  
Regular Meeting of July 5, 2022 at 6:00 PM  
Clearwater Township Community Center, 5407 River St, Rapid City, Michigan  
MEETING MINUTES  
*Approved August 2, 2022*

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**Mission Statement:** *We work to provide clean and safe recreational areas for our residents to enjoy the outdoors and provide diverse recreational opportunities for the social, cultural, and physical well-being of our residents for present and future generations. We strive to protect the natural habitat and special outdoor places that enrich our lives and community.*

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- A. Call to Order at 6:07 PM
- B. Roll Call and Recognition of Visitors
  - a. Kristi Spencer-Nemec, Kelli Melenyk, JoAnne Childs, Jim Leffew, Margret Spann, Dave Halichucas
- C. Public Comment (3 minutes)
  - a. Jim Leffew suggested Parks and Rec purchasing a bounce house for income, and to be rented by the community and used at Heritage Festival Events.
  - b. Jim Leffew suggested purchasing a ping-pong table for the township hall, once extra storage and an expansion is built.
  - c. JoAnne Childs suggested installing a slip and slide at Heritage Park sledding hill during the summer, and using vegetable or olive oils to keep it slick.
  - d. Dave Halichucas suggested installing a disc golf course or outdoor pickleball courts in our parks for community use.
- D. Additions/Approval of Agenda
  - a. Request by Melenyk to add item I.a. Millage and b. Park rules and signage to New Business on the Agenda. MOTION by Spencer-Nemec to approve the amended Agenda, seconded by Childs, motion carried.
- E. Corrections/Approval of Minutes from last meeting, and special meeting on 6/14/22
  - a. Request by Melenyk to correct the spelling of EAGLE to EGLE on item G.B.ii. of meeting minutes from 6-7-22. MOTION to approve the amended minutes by Melenyk, seconded by Childs, motion carried.
  - b. MOTION by Melenyk to approve the special meeting minutes from 6-14-22, seconded by Childs, motion carried.
- F. Reports
  - a. Chairperson: Kristi Spencer-Nemec
    - i. No updates
  - b. Vice Chair: Kelli Melenyk
    - i. Prein&Newhof - 5 year master plan - awaiting on board approval
    - ii. Kayak launch updates - awaiting on permit
    - iii. Grant updates
      - 1. Applied for Tree Grant for Heritage Park for \$4,000 - 10 trees to be planted along Heritage Walking Trail at 30 foot intervals. Trees will be purchased from Barker Creek Nursery.
    - iv. Crosswalk signs - awaiting on a response from County Road Commission
  - c. Secretary: open position
  - d. Board Member: JoAnne Childs

- i. Dog Waste Stations ordered - final totalling \$1059.94
  - ii. Receipts from flowers - final totalling \$442.07
- G. Other Updates
  - a. Maintenance Report: several loads of trash removed over Fourth of July weekend.
    - i. Jim Leffew repainted gray under the bridge at Freedom Park
  - b. Heritage Festival Committee: Margret Spann
    - i. Evenings on Rapid River at Freedom Park, Mondays from June 20 to August 1 from 4 PM -9 PM
    - ii. Suggested P&R purchase a bounce house to rent for income and to be used by the Festival committee at events. He requests to be Lisa's point of contact if approved by the board to work with her on a grant.
      - 1. MOTION by Spencer-Nemec to request board approval for up to \$3,500 to purchase bounce houses, seconded by Melenyk, motion carried.
  - c. Garden Group: working on weeding and planting islands.
- H. Old Business
  - a. 5 year master plan *draft*
    - i. Presented to the board and awaiting approval
  - b. Old Iron Bridge relocation
    - i. Need for architectural concept drawings and site plan of old iron bridge relocation and freedom park development, after the 5 year master plan is approved.
  - c. Kalkaska Conservation District - Mark Randolph - District Manager
    - i. Assisting with developing a site plan for Division Street Lake access: which trees should be removed to increase parking and for safety, and which ones should remain for environmental protection and to reduce shoreline soil erosion
  - d. Seasonal photos needed for banners
    - i. Lisa Lirones is interested in taking them - Price is \$200 per season. A flash drive will be given to us for all the pictures, including the festivals and events we wish for her to photograph within a year's time.
    - ii. MOTION by Spencer-Nemec to approve \$200 for summer photo bundle, seconded by Childs, motion carried.
    - iii. Ian Ashton should be willing to shoot videos if we need it.
  - e. *Future meetings:*
    - i. *Freedom Park master plan - draft*
    - ii. *Add portable commercial BBQ pit and 5 dog station bundle to Freedom Park Master Plan*
    - iii. *Lawyers interpretation of Road End Laws includes allowance of picnic tables and benches - for Paddle Antrim and developing Aarwood Trail non-motorized launch all lake/river accesses.*
    - iv. *Webpage updates needed: donations for projects, lists of what can be sponsored, individual park pages (use gtrlc.org as an example website).*
    - i. *Memorial benches, picnic tables, plaques and bricks*
    - v. *Pro Image quote for Rapid City signs - \$8,982.50 for 2 "Welcome" and 4 "Thanks for visiting" as well as refurbishing existing 2. Consider adding a single pitch roof and led solar lighting for visibility/protection from weather.*
    - i. *Create Heritage Park draft master plan - Prein&Newhof*
- I. New Business
  - a. Millage -Melenyk inquiring what needs to be done to be sure our funding proposal is on the November ballot. Submit meeting minutes to Local and County Clerk highlighting board's approval by 4 PM on August 16.
  - b. Park rules and signage - need to be reviewed and posted at all parks and on the website. Review township ordinances involving the parks. Compare other township parks and

their rules and usage of security cameras.

- i. This should be the main topic of discussion for our August meeting.

J. Public Comment (3 minutes)

a. Melenyk - Committee Action Items:

- i. Submit P&R Report to board highlighting special requests - 5 Year Master Plan
- ii. Add security cameras to a work order for Maintenance
- iii. Email board meeting minutes of ballot approval to Township and County Clerk

K. Adjournment - MOTION to adjourn at 7:45 PM by Spencer-Nemec, seconded by Childs.

Next Regular Meeting Tuesday, August 2, 2022 at 6:00 PM

P&R Budget 2022-23 fiscal year: \$29k, remaining = \$24,237.93

- \$3,000 - Kayak launch (Board approved 3/17/22)
- \$106.41 - 3 Volleyballs (P&R approved 4/5/22)
- \$153.65 - American Legion Flags (P&R approved 5/3/22)
- \$442.07 - Flowers (Board approved 5/19/22)
- \$1059.94 - Dog Waste Stations (Board approved 6/20/22)