

**Parks and Recreation Committee**  
Clearwater Township, Kalkaska County, Michigan  
Regular Meeting of December 5, 2023 at 6:00 PM  
Clearwater Township Community Center, 5407 River St, Rapid City, Michigan  
*DRAFT MEETING MINUTES*

---

**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.*

---

- A. Call to Order at 6:00 PM
- B. Roll Call and Recognition of Visitors
  - a. Kristi Spencer-Nemec, Kelli Melenyk, JoAnne Childs, Mike Spann, Margret Spann, Lisa Lirones
- C. Public Comment (3 minutes)
  - a. The Heritage Festival Committee is requesting the purchase of several Christmas Lights to decorate trees in town. Referred to the Board to approve a purchase.
- D. Additions/Approval of Agenda
  - a. MOTION to approve the agenda by Melenyk, seconded by Spann, motion unanimously approved.
- E. Corrections/Approval of Minutes from last meeting
  - a. MOTION to approve the amended meeting minutes by Spann, seconded by Spencer-Nemec, motion unanimously approved.
- F. Committee Reports
  - a. Chairperson: Michael Spann - no report
  - b. Vice Chair: Kelli Melenyk
    - i. Grant updates - GFA will write-up the Heritage Park contract.
  - c. Secretary: Kristi Spencer-Nemec - no report
  - d. Board Member: JoAnne Childs
    - i. Garden Group - paused until Spring
- G. Other Reports
  - a. Maintenance Report: Craig Van Loon
  - b. Heritage Festival Committee ([www.rapidcityheritagefestival.org](http://www.rapidcityheritagefestival.org)):
    - i. Breakfast with Santa coming up on Dec. 9
  - c. 501.c.3 Friends of Clearwater Township is in creation.
- H. Old Business
  - a. Freedom Park / Old Iron Bridge relocation - GFA drew up conceptual plans and cost estimates. Seeking grant funding to assist.
    - i. Nature Playscape, partnering with Kalkaska Conservation District - review in 2024
    - ii. Stairs and handrails to Footbridge will need to be replaced in 2024.
  - b. Gym Floor Restoration with Sports Floor Restoration is taking place December 15-26. The old Volleyball Net System will be donated to SEEDS once the floor sleeves are installed.
    - a. Heritage Park concept design - approved, waiting on GFA to draw up contract and Board to sign.

- c. Lamp Post Banners
  - i. Lisa Lirones will provide new vertical images for January meeting
  - ii. Spann seeking an updated Pro Image estimate #2099
- d. Park rules and signage - Ordinance #20 of 2007 - amendments adopted
  - i. Sample logos - MOTION to approve the Black & White and Colored versions by Spencer-Nemec, seconded by Melenyk, motion unanimously approved.



- ii. See sign at Birch St. Access for example
  - iii. Spann seeking Pro Image estimate for 6-14 signs
- e. North Region Active Transportation Plan (non-motorized transportation)
- f. Heritage Roadside Park (the Vietnam Memorial property off M-72) volunteers want to develop mountain biking/multi-use trails, a disc golf course and a small ski/snowboard run.
  - i. Kiel filed a FOIA - looking into whether the foundation or township has authority on what happens at the parcel
- g. 2024 Budget Planning
- h. Committee Laptop
  - i. MOTION to approve \$161 for a Samsung Galaxy Chromebook for Parks and Recreation Committee Use by Spencer-Nemec, seconded by Spann, motion unanimously approved.
- i. *Future meetings:*
  - i. *Spring:*
    1. *Heritage Walking Trail, repairs and resealing, edging needed*
    2. *Heritage Park- water spigot/hose bib needs to be installed on the outside of the pump house, drinking fountain needs to be ordered and installed.*
    3. *Water quality to be tested and potable water signs posted.*
    4. *Tree bladders to be re-installed at Heritage.*
  - ii. *Webpage updates needed: donations for projects, lists of what can be sponsored, individual park pages (use gtrlc.org as an example website).*
  - iii. *Memorial Benches, Bricks, and Plaques*
    1. *Switch to memorial plaques that can be installed on benches.*
    2. *Need to find metal frames similar to existing benches.*

## I. New Business

- a. Final Township Budget Meeting will be held January 6th at 10 AM.
- b. The Watershed Center of Grand Traverse Bay is requesting to post signs at our access points along Rapid River to increase awareness and education about the New Zealand mudsnail that was identified in the Rapid River this fall at the Wood Rd NW crossing. NSMS are a very small (1/8 inch average) invasive snail that has the potential to significantly alter river systems and affect the quality of native fisheries. They are incredibly inconspicuous (100 can fit on a quarter; very small) and very easily spread

by recreational gear (waders, fishing gear, kayaks, etc.). If interested, you can learn more here: Invasive Species: New Zealand Mudsnail (michigan.gov).

- i. MOTION to approve posting the sign and pass on to the Board for approval by Spencer-Nemec, seconded by Spann, motion unanimously approved.
  - c. Rapid City Elementary - gave P&R a recognition award certificate for our participation in the ReLeaf Tree Planting Grant.
- J. Public Comment (3 minutes)
- a. Margret Spann suggested getting a storage box to store the sign letters for Heritage Park and attach it to the sign. She will look into options. She also updated us on the training the office staff is doing on website editing.
- K. Adjournment - MOTION to adjourn at 9:19 PM by Spann.

Next Regular Meeting: Tuesday, January 2, 2023 at 6:00 PM

P&R Budget 2023-2024 fiscal year: \$30k, remaining = \$11,894.44

- \$42.34 - Youth Basketballs (P&R approved 4/4/23)
- \$129 - 2 women's / 2 men's Basketballs (P&R approved 4/4/23)
- Up to \$350 - DNR plaque (P&R approved 7/11/23)
- \$132.22 - ReLeaf expenses: auger rental, soil, mulch, hauling, etc. (P&R approved 9/5/23)
- \$16,300 - Sports Floor Restoration for Gym Floor (Board approved 10/21/23)
- Up to \$500 - Tarps and Lumber for Heritage Pavilion (P&R approved 11/7/23)
- Up to \$500 - Overseeding fields at Heritage (P&R approved 11/7/23)
- \$161 Samsung Galaxy Chromebook (P&R approved 12/5/23)