

**Parks and Recreation Committee**  
Clearwater Township, Kalkaska County, Michigan  
Regular Meeting of April 13, 2021 from 6:00 PM - 7:30 PM  
Meeting held in-person at the Little Red School House, 5407 River St, Rapid City  
**MEETING MINUTES**  
*Approved 4/20/21*

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**Mission Statement:** *The Parks and Recreation Committee works 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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Welcome! We're glad you are here to support our community. We respect your time and strive to start and end all meetings on time. All attendees are encouraged to participate and be conscientious of time.

- A. Moment of Silence
- B. Call to Order - 6:06 PM
- C. Pledge of Allegiance
- D. Roll Call and Recognition of Visitors -
  - a. Committee Members: all present, Kristi Spencer-Nemec, Jordan Ackers, Kelli Melenyk, JoAnne Childs
  - b. Subcommittee and Community present: Israel Garza (Events Coordinator), Norma Mariage
- E. Public Comment
- F. Additions/Approval of Agenda
  - a. MOTION to approve agenda. Motion by Spencer-Nemec, second by Acker, motion carried.
- G. Corrections/Approval of Minutes from last meeting
  - a. MOTION to approve minutes. Motion by Spencer-Nemec, second by Childs, motion carried.
- H. Reports
  - a. Chairperson: Kristi Spencer-Nemec
    - i. No update on Tina Fields interview
    - ii. Updates on creating by-laws
    - iii. No update on website to be compliant with the Open Meetings Act 267 of 1976
    - iv. No update on Clearwater Township Parks and Recreation email and ability to update Parks and Recreation on website
    - v. Volunteer Release of Liability and InDemnity Contract created by Township Supervisor and attorney for volunteer activities
  - b. Interim Vice Chairperson: Kelli Melenyk
    - i. Update on Paddle Antrim
      - 1. Meeting this week to walk water accesses
      - 2. Pre-existing agreement between past Board and Paddle Antrim
    - ii. Update on Department of Conservation
    - iii. No update on Parks and Recreation Master Plan
  - c. Secretary: open position
  - d. Zoning Administrator: Jordan Acker
    - i. Updates on maintenance
      - 1. What does Leo need help with, can't do, or doesn't want us to do?
        - a. Where are the boundaries between his role and P&R?

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2. Fertilizer and Irrigation quotes
    - a. Childs stated concerns that Weed & Feed fertilizer is needed, insects are causing issues, and the fertilizer the township has been using the last few years isn't repairing the lawns
  3. Andrew Hulbert gave 2 quotes for diamond dust pricing
  4. Oliver and friends are volunteering time on an on-going basis over the summer to help other residents and clean-up the town.
- e. Board Representative: JoAnne Childs
- i. Parks and Rec Budget: \$5k
    1. \$500 towards flowers and flags for cemetery
      - a. \$238 spent on 288 flags for the cemetery
  - ii. Updates on grants
  - iii. Garden Gals have some donated perennials for downtown and Sharon Deater plans to continue maintenance of the lilies.
  - iv. Will contact school to see if classes are able to assist with trash pick up at Freedom Park, which has been done in years past
  - v. Tracking down lettering for Heritage Park sign to advertise events
  - vi. Kevin will be contacting DNR for permits to remove trees in Rapid River to create a kayak path
  - vii. Checking with local businesses to sponsor banners for downtown
    1. Seeking designers for banners
- f. Events Coordinator: Israel Garza
- i. Collecting food donations for Freedom Park Work-Bee
    1. Meijer donating food and water
    2. Gordon Foods donating hot dogs and buns
    3. Valley St. Party Store donating soda pop
    4. Checking Village Market or Northland to donate condiments
  - ii. Would like to put a musical event
- I. Other Reports
- J. Old Business
- a. Freedom Park Work-Bee
    - i. May 15, 2021 from 9am - 4pm
      1. Look into local artists or NMC arts classes to paint mural under bridge
      2. Seeking donations of lumber and food
    - ii. Advertising
    - iii. Structural Engineer needed to assess the safety of the Freedom Park boardwalk
- K. New Business
- a. Connect SEEDS coordinator with Garden Gals as they are interested in the kids participating in gardening and creating a fairy trail
    - i. May use cones directly along the curb while gardening downtown
  - b. Suggestions for the future:
    - i. Community wood pile
    - ii. Community brush pile

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- iii. Place to dispose of tires, metal, and brush not included in the annual Clean-up
- c. What needs to be presented to the Board this week?
  - i. Still waiting on website updates to be compliant with the Open Meetings Act 267 of 1976
  - ii. Waiting on Clearwater Township Parks and Recreation email and ability to update Parks and Recreation on website
  - iii. Working on creating by-laws and updating information in the Parks and Recreation Master Plan to then hold a public forum before presenting a final version to the board. (This will take a long time)
  - iv. Ball field bids for fertilizer and irrigation repairs needed
  - v. Goal to have at least part of Freedom Park become handicap accessible
    - 1. Where are we putting the old iron bridge?
      - a. Who determines its location?
    - 2. Survey needed of Freedom Park West - NE corner boundary and Freedom Park East - south of the river
  - vi. Structural Engineer needed to inspect the Freedom Park boardwalk for safety
  - vii. Welder interested in helping repair Freedom Park walking bridge
    - 1. ~\$3,700 to build matching metal rails on each side for stairs to footbridge
  - viii. Collecting food and lumber donations for Freedom Park Work-Bee
    - 1. Where can we store the food and lumber?
  - ix. Need to ask Township Board for approval to have alcohol permitted at the parks during events (ie: beer and wine from Short's Brewery and local vendors)
    - 1. Contact County Health Services for permits for food trucks and township kitchen to be STFU certified.
    - 2. Township may rent space for trucks and tents
  - x. Request \$250 for Freedom Park Work-Bee supplies (trash bags, rollers, sandpaper, paint, etc.)
  - xi. Request \$60 for Heritage Park sprinkler system assessment
  - xii. Request \$200 for 2 truck loads, one ton each of diamond dust plus delivery for Heritage Park ball fields to prepare for the summer season
  - xiii. Request \$400 for a pull-behind fertilizer spreader for Leo and grounds
  - xiv. We would like a clear job description of what Leo's responsibilities are and his timeline as he is paid for 40 hours a week and we are unclear what falls under his verses Parks & Rec, what he is unable to cover or needs assistance with maintaining and ar trying not to step on toes or take away from his responsibilities
  - xv. During township clean-up or a future date, we would like a drop off point for the community to dispose of tires, metal, and brush (items not currently covered in the annual clean-up and are seen collecting in many yards throughout the township)
  - xvi. A seasonal resident and friends with a truck and trailer are willing help clean up the town by assisting residents in clean-up their properties throughout the summer season, outside of the township clean-up event
    - 1. Could the township get a contract with American Waste for additional disposal throughout the summer?
  - xvii. MOTION to approve list to present at the Board Meeting on 4/15/21. Motion by

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Mariage, second by Melenyk, motion carried.

- d. Items for future meetings
  - i. Find lettering for Heritage Park sign to advertise events
  - ii. Superintendent of Rapid City School is interested in a bridge to connect school land to Freedom Park East
    - 1. Welder interested in helping repair Freedom Park quoted ~\$8,000 to build footbridge to connect to school land
  - iii. Concerns about lack of parking at Township Lake Accesses and along Crystal Beach, especially during weekends and 4th of July
    - 1. Consider creating Township Parking in town and TPLA paying for busing to the Lake
  - iv. Environment would benefit from a sewer system being created for residents along waterways.
  - v. Lake Accesses would benefit from
    - 1. Updated, consistent signage
    - 2. Making entrances/road accesses safer with visibility
    - 3. Fence repairs
    - 4. Brush clean-up
    - 5. Erosion control
  - vi. Look into local artists or NMC arts classes to paint a mural under the James Fellows bridge
- L. Public Comment
- M. Adjourn - MOTION to adjourn. Motion by Mariage, second by Melenyk, motion carried at 7:45 PM

Next Meeting: Tuesday, April 20, 2021 from 6:00 PM - 7:30 PM