

Parks and Recreation Committee

Clearwater Township, Kalkaska County, Michigan

Regular Meeting of April 20, 2021 from 6:00 PM - 7:30 PM

Meeting held in-person at the Little Red School House, 5407 River St, Rapid City, Michigan

MEETING MINTUES

Approved 4/27/21

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.*

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 - 6:01 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, Israel Garza
 - b. Subcommittee and Community present: Whitney Ager, Ryan Ager, Jim Leffew, Deana Jerdee (Paddle Antrim)
- E. Additions/Approval of Agenda
 - a. MOTION to approve agenda by Spencer-Nemec, second by Melenyk, motion carried.
- F. Corrections/Approval of Minutes from last meeting
 - a. MOTION to approve minutes by Melenyk, second by Acker, motion carried.
- G. Reports
 - a. Guest Speaker - Paddle Antrim
 - i. Paddle Antrim is working to improve water accesses, currently has 84 sites throughout the Upper and Lower Chain of Lakes
 - 1. Most willing to assist with Birch St. and Cedar St. accesses due to overflowing parking and Aarwood Trail access to develop non-motorized launch and multi-use: swimming, picnicking, kayaking, etc.
 - 2. Look up Road End Laws of the township
 - b. Chairperson: Kristi Spencer-Nemec
 - i. No update on Tina Fields interview
 - ii. No updates on creating by-laws
 - iii. Meeting dates and minutes are now on the website
 - iv. No update on Clearwater Township Parks and Recreation email
 - v. Volunteer Release of Liability and InDemnity Contract created by Township Supervisor and attorney for volunteer activities
 - vi. Board Meeting 4/15/21 Updates
 - 1. Up to \$1,000 of our \$5,000 budget can be spent without board approval
 - 2. Revisit at future meeting: permitting alcohol for vendor events at parks
 - 3. Food items for Work-Bee can be stored at township
 - 4. Questions about Leo's maintenance responsibilities should be directed to Tom.

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5. Parks and Recreation website updates will be submitted through JoAnne
 6. Board/Sheriff looking into Pill Pod to dispose locally of medications and used needles
 7. No date yet for Public Forum on Marijuana dispensaries
 8. All projects-to-date listed under P&R budget are approved
- c. Interim Vice Chairperson: Kelli Melenyk
- i. Update on Paddle Antrim
 - ii. Update on Department of Conservation
 - iii. No update on Parks and Recreation Master Plan
- d. Secretary: open position
- e. Zoning Administrator: Jordan Acker
- i. Updates on maintenance
 1. Fertilizer - purchasing pull-behind spreader
 - a. 2 bids for Heritage Park fertilizer maintenance
 - b. 1 bid for Cemetery fertilizer maintenance
 2. Leo is out sick so Jordan is taking on Maintenance for township, temporarily.
 3. Heritage Park: 26-29 sprinkler heads not working (which will take around 7 hours to repair)
 - a. 2 Heritage Park sprinkler system maintenance bids
- f. Board Representative: JoAnne Childs
- i. Parks and Rec Budget: \$5k, remaining = \$3,590
 1. \$500 towards flowers and flags for cemetery
 - a. \$238 spent on 288 flags for the cemetery
 2. \$910 for immediate projects:
 - a. \$250 supplies/material for Freedom Park Work-Bee
 - i. Gloves
 - ii. Hand sanders and sandpaper
 - iii. Paint brushes and rollers
 - iv. Trash bags
 - b. \$60 Heritage Park sprinkler system assessment
 - c. \$200 Heritage Park ball fields diamond dust (2 tons) and delivery
 - d. \$400 pull behind fertilizer spreader
 - ii. No updates on grants
 - iii. No updates on school assisting with trash pick up at Freedom Park
 - iv. Leo maintains lettering for Heritage Park sign to advertise events
 - v. No updates on Kevin contacting DNR for permits to remove trees in Rapid River to create a kayak path
 - vi. No updates on checking with local businesses to sponsor banners for downtown
 - vii. No updates on quotes for a Structural Engineer to inspect the Freedom Park boardwalk for safety, though planning to meet with them April 21, 2021.
 - viii. Official bid from local welder (Creative FabWorks) to build matching metal rails on each side of the stairs to the Freedom Park West footbridge \$3,700.

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- ix. Update on Heritage Park sprinkler system assessment
 - g. Events Coordinator: Israel Garza
 - i. No updates on food donations for Freedom Park Work-Bee
 - ii. Updates on kitchen certifications, Serve Safe, Special Transitory Food Unit (STFU)
 - 1. Spoke with Ron Adams at the county health dept., without a license needed or inspections:
 - a. Private events can get a day permit to use kitchens for \$100/day
 - b. Fundraising events can get a day permit for \$0
 - c. Some functions fall under a \$60/day permit
 - 2. Upgrading to a commercial kitchen would cost around \$40,000
 - iii. Does the township have an ordinance for food truck permits? Or should the township create one?
 - 1. Food truck sales are covered under their food truck license.
 - 2. Often can rent Coca-Cola or Budweiser food trucks for free
 - 3. Could possibly buy a used food truck for a mobile township concession stand for around \$1,500 with an additional \$1,000 for repairs.
- H. Other Reports
 - a. Juniper Garden Club
 - b. Garden Gals
 - i. Garden Gals have some donated perennials for downtown and Sharon Deater plans to continue maintenance of the lilys.
 - ii. Plans to begin cleaning garden beds downtown.
 - iii. Working with SEEDs at Heritage Park
 - c. Clearwater Clean-up Crew
 - i. Saturday, May 1 - Clearwater Township Clean-up from 7 AM - Noon
 - d. Maintenance Visionaries
 - e. Donation/Sponsor Projects
- I. Old Business
 - a. Freedom Park Work-Bee
 - i. May 15, 2021 from 9am - 4pm
 - 1. Projects
 - a. Trash clean-up (Kelli)
 - b. Limb lopping / Chainsaw crew (Kelli)
 - c. Brush removal/ Chipping (Kristi)
 - d. Spreading wood chips (Kelli)
 - e. Sanding graffiti off hand rails (Jordan)
 - f. Painting under the bridge (Jordan)
 - g. Grill repairs?
 - 2. Lunch will be served at the Little Red School House from 11:30-1:30
 - 3. Materials needed
 - a. Shovels
 - b. Wheelbarrows
 - c. Trucks

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- d. Limb loppers
- e. Chainsaws
- f. Trash Bags
- g. Gloves
- h. Sanders/SandPaper
- i. Paint brushes and rollers
- j. Lumber
- k. Wood chipper
- l. Ladders
- ii. Ways to draw in community involvement?
- iii. Advertising
 - 1. Facebook / Social Media (JoAnne)
 - 2. Elk Rapids News and The Voice/The Leader
 - 3. Spread the word to schools, youth groups, etc.
- b. Future meetings:
 - i. Adopt-A-Road suggested at Meeting of Electors on March 27, 2021
 - ii. Our goal is to have at least part of Freedom Park become handicap accessible.
 - iii. Fall Clean-Up Event to dispose of tires, metal, and brush
 - iv. Focus on Lake Access Clean-up and Repairs
 - v. Look into local artists or NMC arts classes to paint mural under bridge
 - vi. Painting pavilions at Freedom Park East and West and Birch St. Access
 - vii. Fundraising Events
 - viii. Letterhead and Logo for Parks and Rec
 - ix. What projects are prisoners able to assist with?
- J. New Business
- K. Public Comment
- L. Adjourn - MOTION to adjourn by Melenyk, second by Acker, motion carried at 7:57 PM

Next Regular Meeting: Tuesday, April 27, 2021 from 6:00 PM - 7:30 PM