

Parks and Recreation Committee

Clearwater Township, Kalkaska County, Michigan

Regular Meeting of April 27, 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 MINUTES

Approved May 11, 2021

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. Call to Order – 6:00 PM
- B. Pledge of Allegiance
- C. Moment of Silence
- D. Roll Call and Recognition of Visitors
 - a. Committee Members: all present, Kristi Spencer-Nemec, Jordan Acker, Kelli Melenyk, JoAnne Childs, Israel Garza
 - b. Subcommittee and Community present: Whitney Ager, Ryan Ager, Carol Backers
- E. Additions/Approval of Agenda
 - a. MOTION to approve agenda by Spencer-Nemec, second by Childs, motion carried.
- F. Corrections/Approval of Minutes from last meeting
 - a. MOTION to approve agenda by Melenyk, second by Acker, motion carried.
- G. Reports
 - a. Chairperson: Kristi Spencer-Nemec
 - i. No update on Tina Fields interview
 - ii. No updates on creating by-laws
 - iii. Parks and Recreation email: parksandrec@clearwatertwp.com (Not yet working)
 - iv. Tom reported that P&R's role is to collect bids on projects. All contracts over \$1,000 must get approved through the board, with P&Rs preferred contract stated. Annual contracts under \$1,000 can be presented to the township Supervisor for approval. Seasonal contracts under \$1,000 and within our remaining budget can be approved through P&R committee vote.
 - v. Working on a temporary Parks and Rec logo
 - b. Interim Vice Chairperson: Kelli Melenyk
 - i. The Conservation District is excited to partner with projects in our parks, especially pursuing non-motorized trails.
 - ii. Update on Parks and Recreation Master Plan
 - 1. Old version has been converted into an editable, digital form
 - c. Secretary: open position
 - d. Zoning Administrator: Jordan Acker
 - i. Updates on maintenance
 - 1. Fertilizer
 - a. 2 bids for Heritage Park fertilizer maintenance
 - b. 1 bid for Cemetery fertilizer maintenance
 - c. Supervisor Tom requested parks be maintained by township

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maintenance this year

- d. Look into legal requirements for township grounds maintenance
 - e. Are there notices posted after spreading fertilizer for kids/people/pets to remain off the grass?
 - f. Discourage maintenance from using Round-Up
2. Heritage Park sprinkler system contract: 26-29 sprinkler heads
 - a. R.A.W approved by Tom to maintain the system for 2021.
- ii. Freedom Park West ballfield has new posts designating the park boundary with the Packers family boundary. Waters Street boundary of the ballfield (from home plate to third base) runs through their property.
 1. Look into grandfather's clause for boundaries
 - iii. Purchasing gloves, sanders/sandpaper, paint brushes and rollers, and safety vests
 - iv. Lettering for the Heritage Park sign located in the garage by the generator.
 - v. Seeking bids to repair the Freedom Park East boardwalk entrance and separate bids for the entire boardwalk.
 - vi. Looking into community service for Cemetery clean-up before Memorial Weekend
- e. Board Representative: JoAnne Childs
- i. No updates on school assisting with trash pick up at parks
 - ii. No updates on Kevin contacting DNR for permit to remove trees in Rapid River (Freedom Park) for kayak/tubing path
 - iii. Updates on quotes for a Structural Engineer to inspect the Freedom Park boardwalk for safety.
 1. Met with a Civil Engineer on April 21, 2021 and waiting to hear back from them.
 - iv. Looking into businesses sponsoring banners.
 1. Image 360: 20x3 - \$30 to make design and \$516 per banner
 2. DND Signs: 20x3 - \$600 per banner
 3. ProImage: made all the signs for Paddle Antrim
- f. Events Coordinator: Israel Garza
- i. Updates on lunch needs for Work-Bee
 1. Seeking condiments and chips
 - ii. American Waste donating 100 red bags for trash

H. Other Reports

- a. Juniper Garden Club
- b. Garden Gals
 - i. Started weeding along downtown
- c. Clearwater Clean-up Crew
 - i. Saturday, May 1 - Clearwater Township Clean-up from 7 AM - Noon
 1. So far 3 residents are requesting help

I. Old Business

- a. Parks and Rec Budget: \$5k, remaining = \$3,400
 - i. \$500 towards flowers and flags for cemetery
 1. \$238 spent on 288 flags for the cemetery
 - ii. \$250 supplies/material for Freedom Park Work-Bee

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- iii. \$200 Heritage Park ball fields diamond dust (2 tons) and delivery
- iv. Heritage Park sprinkler system contract \$650
- b. Freedom Park Work-Bee
 - i. May 15, 2021 from 9am - 4pm
 - 1. Projects
 - a. Welcome/ Sign-In Station with waivers (Kristi)
 - b. Trash clean-up (JoAnne) - may including other parks
 - c. Limb lopping / Chainsaw crew (Kelli)
 - d. Spreading wood chips (Kelli)
 - e. Brush removal / Chipping (Kristi)
 - f. Sanding graffiti off hand rails (Jordan)
 - g. Painting under the bridge (Jordan)
 - h. Grill repairs?
 - 2. Materials needed to purchase
 - a. Gloves
 - b. Sanders/SandPaper
 - c. Paint brushes and rollers
 - d. Lumber
 - 3. Materials for workers to bring
 - a. Shovels
 - b. Wheelbarrows
 - c. Trucks
 - d. Limb loppers
 - e. Chainsaws
 - f. Wood chipper
 - g. Ladders
 - h. Paint
- c. Scheduling Lake Accesses Clean-up and Repairs
- d. Future meetings:
 - i. Updates on local businesses sponsoring or designing banners for downtown
 - ii. Updates on grants
 - iii. Adopt-A-Road suggested at Meeting of Electors on March 27, 2021
 - iv. Our goal is to have at least part of Freedom Park become handicap accessible.
 - v. Fall Clean-Up Event to dispose of tires, metal, and brush
 - vi. Look into local artists or NMC arts classes to paint mural under bridge (after May 15 Work-Bee)
 - vii. Painting pavilions at Freedom Park East and West and Birch St. Access
 - viii. Official bid (\$3,700) from local welder (Creative FabWorks) to build matching metal rails on each side of the stairs to the Freedom Park West footbridge.
 - i. Look up Road End Laws of the township for Paddle Antrim and developing Aarwood Trail non-motorized launch, Birch St. and Cedar St. accesses
 - ii. Fundraising Events

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- iii. Letterhead and Logo for Parks and Rec
 - iv. What projects are prisoners able to assist with?
 - v. Should the township create an ordinance for Food Trucks?
 - vi. Mobile township concession stand (food truck)
 - 1. Renting Coca-Cola or Budweiser trucks
- J. New Business
- K. Public Comment
- a. Ayers - Request for ATV/ORV and non-motorized recreational trails to be marked and advertised
 - b. Backers - Request for Dog Park - converting Freedom Park West ballfield to also be used as a dog park
 - i. Installing signs and dog waste stations
 - 1. Including signs and more dog waste stations with trash bins around the walking path at Heritage Park
 - ii. Animal Law requires the owner of the animal with bad behavior to pay the vet bills of the wounded dog.
 - iii. Look into the cost of gates/fencing, dog waste stations, signs, and additional trash cans.
 - c. Childs - Look into putting the Rapid City sign south of town by up.
- L. Adjourn - MOTION to adjourn at 7:49 PM by Spencer-Nemec, second by Acker, motion carried.

Regular Meeting of May 4, 2021 CANCELLED due to scheduling conflicts and election.

Next Regular Meeting: Tuesday, May 11, 2021 from 6:00 PM - 7:30 PM