

**FRUITLAND TOWNSHIP
PARKS AND RECREATION
SCHEDULED MEETING
February 6, 2017**

PRESENT: Chairperson Lynn Knopf, Commissioner Greg Barrett, Commissioner Brian Mathiot, Commissioner Thomas Tisue, and Commissioner Mark Williamson.

ABSENT:

CALL TO ORDER: Chairperson Knopf called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

WELCOME GUESTS Trustee Terrie Hampel and two interested parties.

AGENDA: Motion by Lynn Knopf, second from Brian Mathiot, *ADOPTED*, to amend and accept the February 6, 2017 agenda with a date change to reflect the accurate date.

5 AYES, 0 NAYS, 0 ABSENT

MINUTES: Motion by Lynn Knopf, second from Brian Mathiot, *ADOPTED*, to accept the January 3, 2017 regular meeting minutes.

5 AYES, 0 NAYS, 0 ABSENT

PUBLIC COMMENT:

Terrie Hampel commented on the denial of the letter of intent to the Community Foundation for Muskegon. She added that she was unclear as to reasoning behind the denial, and that she would like to request more information. Trustee Hampel also said that she would be willing to sit down with the Parks and Recreation Commissioners to get a more detailed and focused letter for the letter and for the application which has not yet been written.

RECEIPTS:

No receipts for January 2017.

DISBURSEMENTS:

No disbursements for January 2017.

NEW BUSINESS:

1. Community Foundation for Muskegon Grant

Motion by Lynn Knopf, second from Brian Mathiot, *ADOPTED*, to suspend the Roberts Rule of Order for discussion to include Trustee Terrie Hampel about the grant, and for the disc golf presentation and discussion.

5 AYES, 0 NAYS, 0 ABSENT

Trustee Hampel again stated that she was unclear what the reasoning is behind the denial of the letter of intent for the grant. Chairperson Knopf read the email from the Community Foundation for Muskegon regarding the reasoning for the denial. The commissioners agreed that the reasoning is due to an unclear presentation of their request, and a budget to back up the request. They also agreed that this grant is something to look into for the future.

2. Disc Golf

Brian Mulnix, from West Michigan Regional Shoreline Development Commission and a member of the Whitehall Township Planning Commission, gave a brief presentation to the commissioners for disc golf. Mr. Mulnix helped create the disc golf course in Whitehall Township and stated that the process began in 2002 and was completed by 2004. He also added that the cost for the course includes simply the equipment, and that installation for the course can be done by volunteers. One reason for a higher cost is that Mr. Mulnix said that a t-pad is great to include for protection of the course and it aids better play. The commissioners asked questions throughout the presentation to get a better understanding of the process. One question asked of Mr. Mulnix is whether Nestrom Road Park or another park would be the best option, and he said that he feels Nestrom Road Park is a great option due to the under-utilized space, electricity, water, parking, restrooms, and more.

Commissioner Tisue questioned whether or not there would be liability concerns, and Mr. Mulnix responded that there wouldn't be, that the course would be a "play at your own risk" course. Commissioner Mathiot asked if Whitehall Township did 18 holes immediately or if they started off with nine holes, and he said they completed a full 18 hole course. The commissioners also questioned whether a DEQ permit would be required, and Mr. Mulnix responded that there is enough room at Nestrom Road Park for nothing to need to be applied for, and that the commission can be very creative with the placement and be careful with the creation of the course for as little tree removal as possible. Mr. Mulnix also stated that a full 18 hole course will be more likely to draw people in, and that most people don't play courses that are half of the suggested full course size.

Motion by Lynn Knopf, second from Thomas Tisue, **ADOPTED**, to follow Roberts Rule of Order and go back into meeting discussions.

5 AYES, 0 NAYS, 0 ABSENT

3. Michigan Parks and Recreation Association

Chairperson Knopf stated that this association may be beneficial to be a part of for the Parks and Recreation Commission. She reported some of the perks, and also stated the yearly fees for being a part of the association. Due to a budget with many requests already being in place, the commissioners agreed to table this discussion until next fiscal year.

4. Trail Inspection Rotation

Chairperson Knopf stated that she thinks it would be a good idea to have a rotation of the commissioners to check the trails and parks within the township to check for things that will need attention. She added that a volunteer monthly to check parks and trails once a week, with a monthly rotation among the commissioners, would help to keep an eye on things that need fixing, updating, and attention. Chairperson Knopf asked if the commissioners thought the

rotation would be a good idea, and if they think a checklist is needed or if it is something they would just look at. Commissioner Barrett stated that it is a good idea. Commissioner Mathiot stated that he also thinks the rotation would be a good idea, and that a checklist would be the best way to go about checking the parks and trails so each person would know what to look for. Commissioner Mathiot also asked if this would be every month, and Chairperson Knopf stated that she thinks the months of April to November would be sufficient. She is going to create a tentative checklist and will forward it to the commissioners.

OLD BUSINESS:

1. Patrick Bouman-Eagle Scout Projects

Discussion tabled until the March 2017 meeting.

2. Website Articles and Website Addition for Parks and Recreation Commission

Chairperson Knopf reported to the commissioners that they do have an email address that has been created. She gave everyone the login information so each member is able to access the email account. Chairperson Knopf added that she contacted Supervisor Marcia Jeske regarding a Facebook page for the commissioners, and that she doesn't think it's a good idea. Supervisor Jeske said that her reasons of concern include negative and inappropriate posts from outsiders, the information that the commissioners might post to the page, and the maintenance of the page. Commissioner Mathiot responded that a Facebook page would be more methodical than just a regular website, and it would easier reach the target market. Commissioner Tisue agreed, and stated that websites are more for information and archive type purposes.

Chairperson Knopf asked the commissioners if they would like to go back to Supervisor Jeske regarding their ideas for the Facebook page and ways to deter things she's worried about, or if they would just like to add information to the website. The commissioners agreed they would like to do both, and added that they would have Chairperson Knopf send their ideas back to Supervisor Jeske.

3. 2017-2018 Budget

The commissioners visited and discussed each line item of the budget. After much discussion of the budget and each line item, the proposed budget for the Parks and Recreation Commission is below:

1. Meeting Pay, 5 Commissioners plus secretary @ \$40/meeting, 12 meetings/year	\$2,880.00
2. Postage	\$ 100.00
3. Kerkstra Restrooms-1 handicapped accessible at Nestrom Road Park (\$165.00/month) 1 regular at Marcus Park (\$75/month), May – Oct, plus one extra Cleaning	\$1,500.00
4. Sports and Shorts	\$3,000.00
5. Printing and Publishing	\$ 250.00
6. Repairs and Maintenance	\$3,500.00
7. Tennis court fence adjustment	\$ 490.00
8. Paint pickle ball lines on tennis court	\$ 862.00
9. Install lighting @ North Pavilion (\$1,600) and South Pavilion (\$2,050)	TABLE
10. Repairs and updates to the pavilions	\$8,000.00
11. Marcus Park: sand removal, disposal, install subsurface for parking	\$4,400.00
12. Permits for above	\$ 825.00
13. Tree trimming around pavilions	\$ 600.00

14. North pavilion: change faucet to allow for use of hose. South pavilion: put in a water line with hose attachment and foot wash	\$5,573.00
15. Disc golf course installation and equipment	\$11,405.00
16. New grill to replace rusted grill at Nestrom Road Park	\$ 181.96
17. Grill and grate scraper for weekly grill maintenance	\$ 29.00
18. Signs with commission contact info: 2 at Nestrom Road Park and 1 at Marcus Park	\$ 200.00
19. Pavilion door replacements	<u>\$ 1,500.00</u>

TOTAL \$45,295.96

UPDATES: None

COMMISSIONERS COMMENTS: None

ADJOURNMENT:

Motion by Lynn Knopf, second from Brian Mathiot, ***ADOPTED*** to adjourn the February 6, 2017 scheduled meeting of the Fruitland Township Parks and Recreation Commission at 9:38 PM.

5 AYES, 0 NAYS, 0 ABSENT

Respectfully submitted,

Mary Mansfield, Recording Secretary