

Village of Bellaire

PARKS COMMITTEE

Patricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

September 20, 2018

8:00 a.m.

1. **Call to Order:** Chairperson Drollinger called the meeting to order at 8:00 a.m.

Attendance

Present: Chairperson Drollinger, Trustee McPherson and Trustee Schuckel

Absent: None

Staff Present: Lori Luckett, Clerk and Bradley Keiser, DPW Director

Also Present: Gary Lockwood

2. **Approval of Agenda:** The agenda was approved with the addition of “Opening and Closing of Parks” and “Trees in Parks” added under New Business.

Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the agenda with the additions. Motion carried by voice vote.

3. **Approval of Minutes:** The minutes were approved.

Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the minutes of the September 5, 2018 meeting as presented. Motion carried by voice vote.

4. **Public Comment on Agenda Items:** None presented.

5. **Old Business**

- a) **Old bathhouse storage, locks and request for alterations:** Chairperson Drollinger reported that she had looked at the old bathhouse the day prior with the DPW Director. While the request is not impossible, they came up with other ideas. The old bathhouse is a good structure that has good bones. DPW Director Keiser reported that the old bathhouse functions better than the new. The new bathhouse pumps to the sewer main along Mopar Lane. The old bathhouse is more reliable and could easily be put back into service. It has not been open in the past couple of years. Chairperson Drollinger presented two ideas for the equipment. The first is a portable on-demand water heater. It has a battery and propane and heats the size water container is necessary. The second option is a trailer that is heated. Mr. Keiser presented information from USA Trailer about a heated and insulated 6' x 12' trailer for \$2,800.00. The dimensions of the old bathhouse were discussed. Mr. Lockwood suggested that a 42" steel door would be wide enough to accommodate the zamboni. He has purchased a garage heater with a thermostat and would like a 30-gallon hot water heater to fill the 35-gallon tag-along on the zamboni. They would like to store all their equipment in the old bathhouse. The bathhouse is close to the rinks and has been used for three years. Chairperson Drollinger indicated that sinks and toilets were not going to be removed to make room for storage. The bathhouse needs to remain a bathhouse for future use and not be turned into a storage unit. There was discussion about the cost of the trailer compared to the cost of renovations. There was discussion about the type of door that would be required. Mr. Lockwood suggested that if there were not alternatives, there would not be an ice rink. Chairperson Drollinger suggested a temporary shed. Trustee McPherson thought that the insulated trailer was the best option. A trailer eliminates the need for renovations and, with a ramping door, would be the easiest way to move equipment in and out. The trailer could be plugged in and equipment kept in one place. The bathhouse will be used with the increased usage of the parks. There was discussion about the issues with the current bathhouse and whether it could be modified for

storage. Due to the lack of insulation and location of the pipes, it was decided that the current bathhouse could not be modified. Staff explained that the water could not be left on during the winter. There was discussion about making renovations to the old bathhouse like those in the Craven Park bathhouse. It is not possible to make the renovations this year. Heating the old bathhouse will eliminate the need for portable facilities. A boiler system like that in the Craven Park bathhouse is the best heating option. Mr. Lockwood would like to use electric wall mounted heaters. It was explained that the bathhouse does not have insulation or electrical wiring. Additionally, there is no money left in the budget for repairs and maintenance. Mr. Lockwood suggested that funds for insulation could be donated. Committee members agreed that modifications could not be done this year. For this year, a trailer will have to be used. A list of necessary improvements will be made for next year's budget. For this year, the status quo will have to be maintained. Mr. Lockwood said that it is too rigorous for him to do anymore. He will check with his committee. DPW Director Keiser was directed to have an electrician look at the new bathhouse. The committee acknowledged that the ice rink may have to skip a year.

6. New Business

a) Tobacco Free Parks and Beaches:

The committee reviewed the information that had been presented at the September 5 village council meeting. There was discussion about the locations if a no-smoking policy is recommended. Signs could be put up but enforcement would have to be self-regulated. Signs in areas where children play and where high school teams play are a good idea. There was discussion about excluding rented outdoor spaces. According to DPW Director Keiser, cigarette butts have not been a noticeable problem at the beach or soccer fields. After discussion of enforcement, the committee identified the soccer park, little league fields, Craven Park ball fields and playground, the woodenware playground, beach, old playground at Richardi Park, basketball courts, tennis courts, Holiday Acres park, and the launch sites at Ohio Street and River Street as locations for signs. This is a policy and will not be enforced as an infraction.

Motion by Chairperson Drollinger, seconded by Trustee Schuckel, to recommend to village council to approve support of tobacco-free parks and beaches, including the soccer park, little league fields, Craven Park ball fields and playground, the woodenware playground, the beach, the old playground at Richardi Park, the basketball courts and tennis courts, Holiday Acres park, and the launch sites at Ohio Street and River Street; excepting the rented outdoor spaces including the pavilion, the gazebo, and the Craven Park campground. Motion carried by voice vote.

Staff will follow up with the health department to confirm that signage will be provided.

b) **Tree in Parks:** DPW Director Keiser reported that three trees along M-88 in Richardi Park have been marked for trimming the last couple of years; the middle tree is within a year or two of having to be removed. He has reviewed notes about trees to be removed and wondered if the committee had additional trees in mind for removal or trimming. Trustee McPherson identified trees along the walking trail that should be removed. There is also a dead tree by the woodenware playground that should be removed. Trustee McPherson suggested that the trees that are leaning over the trail should be removed before they fall.

c) **Opening and Closing of Parks:** Chairperson Drollinger noted that there are many campers in Craven Park campground. Generally, the campground closes at the end of October. According to DPW Director Keiser, the work crew plans to be out of northern Michigan by the second week of November. There was discussion about keeping the park open. Keiser noted that if the temperature dips too low it may be necessary to turn the water off at the sites and just use the bathhouse. If the weather stays nice, it could be open longer. There could be a tentative closing date that is weather dependent. Chairperson Drollinger suggested closing it depending on the temperatures. Mr. Keiser suggested that the bathhouse could be opened earlier in the season. The last three years the bathhouse has been used for baseball. There was brief discussion that the campground could be open as soon as snow allows. Currently the campground opens for opening day of trout season and Short's Anniversary Party. Mr. Keiser asked if the committee could recommend a site fee if there is not water service available. The committee suggested that for the two weeks water may not be turned on, the fee for all sites would be \$15.00 per night. The committee suggest that the campground open April 1, \$15 for all sites until the water is available. There was discussion that the old bathhouse could be renovated to stay open as public bathrooms year round. Mr. Keiser also spoke of the public restroom in St. Ignace. After discussion, the committee recommended opening the campground April 1 and closing November 30; water on site is dependent on the weather. The DPW will determine when water will be turned on at the sites.

Motion by Chairperson Drollinger, seconded by Trustee McPherson, to recommend to village council that the bathhouse at Craven Park open from April 1 through November 30 and that campground sites are rustic at DPW discretion. Motion carried by voice vote.

There was discussion that the village-owned property on the corner is an ideal site for public restrooms. DPW Director Keiser will gather pictures and a cost estimate.

7. **Discussion Items:** There was discussion about the items in the old bathhouse and work done without village permission. Mr. Keiser will get prices for old bathhouse renovations. The electrical in the new bathhouse is to be checked as soon as possible. Mr. Keiser suggested that on demand units below each sink might be a better option. Mr. Keiser asked the committee to look at the Ohio Street boat dock. The decking needs to be replaced. He would like to include the cost in the budget. The parking area on Ohio Street is swampy. He asked if the committee was opposed to putting gravel in the parking area. Mr. Keiser will contact Heidi Shaffer to see if there are any issues with putting gravel there. Chairperson Drollinger asked about the picnic table at Holiday Acres; one was to have been placed in the park. According to Mr. Keiser, there are no extra picnic tables. There was brief discussion about the fire rings at the campground.
8. **Communications/Informational:** None presented.
9. **Member/Public Comment:** None presented.
10. **Adjournment:** Meeting adjourned at 9:20 a.m.

Compiled by Lori Luckett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____