

Village of Bellaire

PARKS COMMITTEE

Patricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

December 2, 2019

10:00 a.m.

1. **Call to Order:** Chairperson Drollinger called the meeting to order at 10:00 a.m.
2. **Attendance**
 - Present:** Chairperson Drollinger, Trustee McPherson and Trustee Schuckel
 - Absent:** None
 - Staff Present:** Lori Lockett, Clerk, Cathy Odom, Treasurer, and Bradley Keiser, DPW Supervisor
 - Also Present:** Jennifer Hodges, Gourdie-Fraser and Tim Reicha, Glacial Hills
3. **Approval of Agenda:** Chairperson Drollinger added “Update on Craven Park” under Old Business. The agenda was approved as amended.
 - Motion by Trustee McPherson, seconded by Trustee Schuckel, to approve the agenda as amended. Motion carried by voice vote.**
4. **Approval of Minutes:** The minutes of the August 28, 2019 meeting were approved.
 - Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the minutes of the August 28, 2019 meeting as presented. Motion carried by voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business**
 - a) **Update on Craven Park:** Chairperson Drollinger noted that at the last meeting the committee addressed separate water meters and the electric meter. Supervisor Keiser reported that the certain meters had to be ordered. Water meters will be installed in the spring when the park is opened and water turned on. As far as the electric meter is concerned, the Fair Board produced a bill with a different amount and different meter identification. Because there is only one meter on the building, Treasurer Odom will be contacting Consumers Energy for clarification. Chairperson Drollinger asked who will pay for the water meters. Because the Fair Board requested the water meters, they should be paying for them. The next question is how often they will be billed, during the fair or throughout the year. Supervisor Keiser reported that the large animal building is not completed and new water lines will be going in once the meters are installed. A separate meter will be installed in the bath house. The question of paying for the water has come up because of the possible increased use of the facilities. The lease will be reviewed. Up to now the village has paid for all the water. The Fair Board will have to be notified of any changes.
7. **New Business**
 - a) **2020-2021 Budget Items:** Supervisor Keiser presented a proposed list of “pipe dream” wish list budget items for 2020-2021. The list included four aluminum picnic tables at a cost of \$3500. He reported that there are four old wooden square tables to replace, then they will begin replacing the eight long wooden tables. Three to four tables are being replaced a year. The aluminum tables are holding up well. Fire pits are on the list. Supervisor Keiser reported that he

had gotten a quote from Menard's for dual galvanized rings with a concrete inner layer. Boyne City went to Cadillac Culvert and had them cut; the cost was less than half. Menard's price of \$4500 was the cost of everything installed at each campsite. There are truck rings and wash tubs in the campground. One new ring will be installed on each campsite. Supervisor Keiser reported that they intend to paint lines on the pavement so that campers know where each site is for parking. Campfire rings were budgeted at \$3000. Tree removal is budgeted at \$3000 for the removal of trees along the fence in Richardi Park. There are two large trees in the corner that are hollow. Craven Park bathhouse upgrades were budgeted at \$2000. Paint is peeling, toilets are leaking and sinks have not been touched in years. Supervisor Keiser has information about epoxy for the shower walls. Toilets will be repaired, not replaced. Supervisor Keiser reported that the lighting is being upgraded to LEDs. A new aluminum flag pole for Craven Park will cost \$650 and replace the old wooden one that is rotting. \$3000 is requested for the Wooden Ware playground and the walking path. DPW staff proposes to use treated lumber rather than cedar. The treated lumber is ACQ compatible, specifically designed for parks. The price in the quote reflects replacing everything there. The River Street launch area is not included. The repair and maintenance budget current balance is \$6854. The picnic tables could be paid for out of this budget. Chairperson Drollinger would like the fire pits ordered. Dust control, budgeted at \$1400, covered the parking lots and gravel roads and only had to be applied once last year. The current budget was reviewed. Port-a-John rental was over budget because a different company was selected. Equipment rental and water and sewer were over budget because of the water leak at Craven Park. Treasurer Odom suggested that the water and sewer amount needs to reflect the rate increase. Capital Outlay, \$15,000 was allocated \$10,000 for Wooden Ware and \$5000 for kayak launch; \$1000 had been paid to Paddle Antrim for signage reducing the amount to \$4000 that should be set aside for the kayak launch. The budget revenues were reviewed by line item. Camping fees were down. Player fees are pending. Expenditures were reviewed. \$700 will cover heating. Richardi Park electric includes the ice-skating rink lighting and heated shed. The amount should be raised. Electric at Craven Park should be increased to \$3300. Water and sewer increased to \$2200. Repair and maintenance items in last year's budget were completed, except the bleachers were made safe, not replaced. The Repair and Maintenance line item was reviewed. It is possible that some items may be purchased before the end of this fiscal year. The fire pit rings and flag pole will enhance the campground. Equipment rental was increased to \$11,000. Equipment rental in Craven Park and Richardi Park will remain the same. There was discussion about the items to purchase. Supervisor Keiser reported that there is a price break with the picnic tables when three are purchased and there is a combined shipping cost for up to four. The picnic tables, supplies for the bathhouse and flag pole could be ordered. Supervisor Keiser will review the budget towards the end of February. The repair and maintenance line item was left at \$20,000. There was brief discussion about park wages. Port-a-john rental may need to be increased. \$3200 was added pending receipt of a quote. The request for Glacial Hills is \$1500. Tim Reicha requested permission to install a bike rescue station near the bike rack. The station is on a 4 x 4 post with a bike repair box, and would have a map of Glacial Hills on the top of the post. The request will be addressed at the next village council meeting on December 4, 2019. Chairperson Drollinger thought it was a great idea. The Bellaire Huddle included a request to connect the trail to the village. There is potential that the village would be asked to be the grant writer. The trail would connect behind either the high school or elementary school where there are existing trails. There would have to be some property acquisition behind John R. It was noted that this is not in the village. According to Mr. Reicha, the goal is that bicyclists could park in the village and more easily access the trail. The committee reviewed the bathroom proposal prepared by Jennifer Hodges. The probable construction costs, pre-bid, are included, with trees, shrubbery, and geothermal sidewalks. This was the proposal supposedly presented to AT&T. The possible funding considerations were reviewed. Jennifer Hodges addressed the committee and reviewed the

funding options. The first option, a USDA loan would be over 40 years and cost \$12,500 annually. A second option, a trust fund passport grant will require the village to amend the recreation plan to include a bathroom. Unfortunately, this grant is becoming more competitive with property acquisition and recreational trails being promoted. MDARD and Rotary Charities are other grant options. The path chosen depends on how serious the village is in completing this project. Supervisor Keiser reported that Don Hoyt contacted him on behalf of the DDA and indicated that the DDA is on board with this project now. Members thought that the project is a great idea, unfortunately, the village does not have the money right now. Ms. Hodges acknowledged that trust fund grants require a lot of work up front, and there are no guarantees. Tribal 2% grants were mentioned. Trustee McPherson suggested that we start saving money. The matter should be brought up at the council meeting to see what fund would be responsible for the project.

8. Discussion Items: Supervisor Keiser reported on the Community Huddle. One hour before the meeting he was advised not to bring what he had been preparing. The whole premise behind the group was how to improve recreation in the area to make Bellaire better place in which to work, play, and live. This community meeting was supposed to involve the big group. Trustee Ciganick, President Bennett, Supervisor Keiser, and Jennifer Hodges were there. The whole theme got changed to a presentation by Joe Short. He would like the village to apply for a land acquisition grant to purchase a portion of the Portage property and turn it into a developable boardwalk. He proposes to donate the Unger house as the percentage match. Technically, nothing would come out of the village pocket as long as the village got the grant. The cost to construct the boardwalk would then be on the village. The proposal includes the village offices moving into the Unger building or the village buying the Nifty Thrifty building, knocking it and the Bellaire Food Pantry down to put in a parking lot. The boardwalk would connect, via a decorative alley along the Verizon building to the downtown. According to Supervisor Keiser, all in the room were on board because the cost would be borne by the village. There is a 25' easement for a boardwalk with the location to be determined. The DDA has been working on this project which is outside of their district. The other consideration is the Community Hall; it cannot just be sold to the DDA. It would have to go out to bid. According to Trustee McPherson, David Schulz always said that another group would have to buy the building.

9. Communications/Informational: None presented.

10. Member/Public Comment: None presented.

11. Adjournment: Meeting adjourned at 11:10 a.m.

Compiled by Lori Luckett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____