

# Charlevoix County Parks Committee

## Meeting Minutes

12/19/2016

### Opening

The regular meeting of the Charlevoix County Parks Committee was called to order at 5:31 on 12/19/2016 at the Boyne City library by Susan Vrondran, and followed by recitation of The Pledge of Allegiance.

### Present

Committee members: Susan Vrondran, Caroline Kobylczak, Tim Wieland, Pete Gaskin, Brian Williams, Dennis Jason, Jessica Parks

Parks Staff: Director Ross Maxwell, Planning Coordinator Kiersten Stark

**Approval of Minutes:** The minutes from the 11/21/16 meeting were approved, as corrected:

Page 1:

\$88,600 in local **match** for phase I

**\$1,095,700** in grant funds for phase I

Page 3:

Charlevoix County Community Foundation said they would not be willing to set up a fund on the County's behalf to accept donations for the trail. They suggested we set up a fund with Top of Michigan Trails Council to accept donations for trails.

Motion was made by D. Jason and seconded by P. Gaskin. Motion passed unanimously.

**Public Comment:** Brian questioned what the status of Wi-Fi at Whiting Park is. At present it is suggested by Commissioner Chris Christensen, we wait until the Merit fiber optic line is up and running. The park could then access that line through a wireless connection. Brian questioned what the time frame of completion, and would ask Chris about it.

### Financial Reports:

- **Park:**
  - \$682 health department fees for well licenses and camping permit
  - \$275 Whiting Park engineering

- \$300 for buoy removal at Thumb Lake and Whiting Park
- **Non-Motorized Trail**
  - This fiscal year there has been limited expenses
  - Trees for Stutzman property (Phase 1) and engineering are the only expenses so far

A motion was made by B. Williams and seconded by T. Wieland to approve the financial report. Passed unanimously.

## **Directors Report**

- **Whiting Park**
  - Installed new flooring in the house
  - Got a quote for the reservation system
- **Porter Creek**
  - Opened the gate and plowed snow.
- **Wheel way**
  - Trees were down. CCRC came and cut down a large tree.
  - Replaced broken boards
  - Attended Top of Michigan Trails Council meeting
- **BC-CHX Trail**
  - Attended NDG meetings
  - Attended Hayes township informational meeting

Pete made a motion to approve the director's report. It was seconded by Caroline. Motion carried

## **Old Business**

### *PHASE I.*

- Trail adjustment and permanent fence will be done in the spring
- Need to purchase and install two benches by May 1<sup>st</sup>.

### *PHASE II.*

- Ben Whitley would like a fence on the edge of his property, to keep trail users away from his property.
- Informational meeting for phase II. Most questions dealt with the US-31 crossing.
- The intergovernmental agreement was approved
- Contacted appraisers for the trail easement.
- Trail construction is scheduled for April through July

### *PHASE III.*

- Park of the Pines trailhead meeting. Went over conceptual plans for trailhead. The county would be given an easement for the trailhead. There is still a zoning issue at Park of the Pines that must be resolved with Bay Township. Estimate for the trailhead is about \$100,000 plus engineering. Brian questioned about wrapping the engineering as part of the bid. NDG already has the engineering done.

### **2017 County Parks project list.**

#### Whiting Park

- Paint Green building, garage, bathroom and hall of Green building
- repair and paint backstop
- sand blast and paint Log Cabin floor
- new horseshoe fence
- construct a new trail from the monument to trailhead at Pavilion 1
- create a loop to parking lot at Butler addition
- install interpretive signs
- install more benches

#### Shower building

- install 3 new toilets in men's room
- install new vanity in men's room
- paint doors and spot paint walls
- paint exterior trim

#### Thumb Lake

- build trail loop
- build retaining wall behind cement pad
- remove old trees along the beach

#### Porter Creek

- possible trail addition

#### Little Traverse Wheelway

- trench cut roots
- patch asphalt

#### BC to CHX trail

- install new benches in Phase 1
- plant trees at Cikalo property in Phase 1

- Whiting Park is on hold, until after the trail is completed.
- The background for the Committee name tags was chosen
- The advocate program was revisited

### **New Business**

- Park Reservation System
  - Ross got a quote for a computerized reservation system, from Revize, the company that did the County website. It was \$3,700.
  - Brian moved to support and seconded by Caroline to pursue the Revize reservation system through the correct channels. Motion carried

Proposed meeting dates and locations for 2017 were handed out.

### **Adjournment**

Meeting was adjourned at 6:56 by Susan Vrondran. The next general meeting will be at 5:30 pm on January 16, 2017. Location to be determined.

Minutes submitted by: T. Wieland