

Village of Bellaire

PARKS COMMITTEE

Trish Drollinger, Chairman

Helen Schuckel

Brent Nelson

MEETING MINUTES

April 25, 2011

1:00 p.m.

1. **Call to Order:** Chairman Drollinger called the meeting to order at 1:00 p.m.

Attendance

Present: Chair Trish Drollinger, Brent Nelson, Helen Schuckel

Absent: None

Staff Present: Janet Koch, Clerk, Ken Stead, DPW Superintendent, and Gary Werner, Craven Park Campground Caretaker.

Also Present: Collette Stanish

2. **Approval of Agenda:** The agenda was approved.

Motion by Schuckel, seconded by Nelson, to approve the agenda with the addition of items g) Long Distance Service on Craven Park Phone and h) Changes to Craven Park Brochure. Motion carried by voice vote.

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

Motion by Nelson, seconded by Schuckel, to approve the minutes of April 12, 2010 as presented. Motion carried by voice vote.

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

5. **Old Business:** None presented.

6. **New Business**

- a) **Flowers – Garden Club:** The committee agreed to spend up to \$150 of the Parks budget on flowers for the M-88 bridge flower boxes from Cyman Gardens. The flowers will be planted by the Garden Club and watered by the DPW.

Motion by Schuckel, seconded by Nelson, to allow the Bellaire Garden Club to invoice the village up to \$150 for the flowers in the bridge flower boxes. Motion carried by voice vote.

- b) **Craven Park Campground – wood:** Ken Stead said the DPW had supplied the wood for Craven Park last year and Gary Werner agreed that it had worked out well. The committee took no action.

- c) **Craven Park Campground – ice:** Werner suggested that the ice company fill up the freezer once in May. This would, he thought, provide enough ice for the entire season. The committee thought that would be a good idea as long as the logistics work out with the ice company.

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- d) **Richardi Park lifeguard:** The committee discussed a lifeguard application that was sent to Chair Drollinger. Koch asked what hours the lifeguard was expected to work. Drollinger said Monday through Friday, 11 a.m. to 4 p.m.

Motion by Schuckel, seconded by Nelson, to recommend to council to hire Billy Bohannon as the Richardi Park lifeguard for the summer of 2011 for \$3000, as long as both Forest Home and Kearney Townships agree to pay \$1000 each to the lifeguard's wages, and provided that the lifeguard training currently held by the applicant is sufficient for the village's liability insurance coverage or training is obtained by the applicant at the village's cost before taking the position. Motion carried by voice vote.

- e) **Handicapped children playground equipment:** Koch said a woman had approached her last year asking if the village could purchase some playground equipment suitable for handicapped children. The committee's discussion concluded that purchasing such equipment, and creating an accessible environment for the equipment, could be very expensive. The committee directed Koch to look into the costs.
- f) **Craven Park camping – monthly and seasonal rates:** Werner told the committee that last year people didn't complain about the daily and weekly rates, but some said they'd like to see monthly and/or seasonal rates. Drollinger said there'd been problems in past years with campers on monthly rates, but asked the other committee members what they thought. Stead said the problems had taken place at least five or six years ago.

Motion by Drollinger, seconded by Schuckel to recommend to the village council to establish monthly and seasonal rates for Craven Park camping at \$375 per month and \$2100 for the season at full hook-up sites only. Motion carried by voice vote.

- g) **Long distance service on Craven Park phone:** The committee asked that staff check into the lowest long distance rates.
- h) **Changes to Craven Park brochure:** Koch said she was considering revamping the park brochure and asked the committee for any changes they'd like to make. Drollinger said to go ahead with a new design and present it to the committee when complete.

7. Discussion Items

Werner asked if the DPW could install some doors on the woodshed to ensure the security of the campfire wood. Stead said he would.

Koch informed the committee that the village's Parks and Recreation plan will expire at the end of the year. Though the Planning Commission will work on updating the plan, she wanted the Parks Committee to be aware of the plan's status.

Drollinger asked Ken Stead about bleacher repair. Ken said the DPW would likely work on the repairs in the fall.

Werner said that last year campers asked about the boat ramp at Craven Park. Drollinger said Craven Pond has filled up, making the ramp not as useable. Stead said doing any work on the boat ramp would require permitting from the DNR.

Drollinger and Colette Stanish discussed a date for planting flowers in the 13 walking path barrels. They settled on Wednesday, May 25 at 9:00 am, with Thursday, May 26 as a rain date.

Koch said a gentleman had stopped by the village offices saying that the home team dugout at Craven Park – the field near the bathroom – is in need of repair. The gentleman had said he'd provide a plans and an estimate for the repairs, but hadn't yet provided any information. Stead said he'd look at the dugout.

8. Communications/Informational: None presented.

9. Member/Public Comment: None presented.

10. Adjournment: Meeting adjourned at 1:58 p.m.

Compiled by Janet Koch, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____