

# Village of Bellaire

## PARKS COMMITTEE

Patricia Drollinger, Chairman

Eldon McPherson

Helen Schuckel

### COMMITTEE MEETING MINUTES

November 29, 2016

10:00 a.m.

1. **Call to Order:** Chairman Drollinger called the meeting to order at 10:00 a.m.

#### Attendance

**Present:** Chairman Drollinger, Trustee McPherson and Trustee Schuckel.

**Absent:** None

**Staff Present:** Lori Luckett, Clerk

**Also Present:** Gary Lockwood

2. **Approval of Agenda:** Trustee McPherson requested that trash receptacles in Richardi Park be added to the agenda. The agenda was approved as amended.

**Motion by Chairman Drollinger, seconded by Trustee McPherson, to approve the agenda as amended.**

**Motion carried by voice vote.**

3. **Approval of Minutes:** The minutes of the July 20, 2016 meeting were approved as presented.

**Motion by Trustee McPherson, seconded by Trustee Schuckel, to approve the minutes of the July 20, 2016 meeting as presented. Motion carried by voice vote.**

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

#### 5. Old Business

- a) **Little League and Payment for Locks:** There was brief discussion about the lack of payment for the locks and a question about whether a key had been provided to DPW staff. It was suggested that a letter requesting contact and payment, signed by committee chair, be sent. Mr. Lockwood, while present to address another matter, asked about the mowing of the little league fields. He wondered whether the committee would consider a volunteer organization getting involved to help with the mowing of those fields. Mr. Lockwood explained that there was an effort to get youth center family members involved in the community. Chairman Drollinger stated that if there were an organization that would like to get involved in spearheading some of the maintenance of the little league fields; the village council would like to speak with them.

#### 6. New Business

- a) **Ice Rink Warming Station at Richardi Park:** Mr. Lockwood explained that there was interest in making an ice rink again this year and turning it into more of a family event. The rink was available four days last year. As part of this project, the group would like to use the pavilion at designated times for a warming station. Mr. Lockwood reported that there was a core group who worked to build the arena and clean it off for use. He noted that the local hardware would be sharpening skates this year. Mr. Lockwood requested permission to use the pavilion at designated times for a warming station. He explained that the station would be supervised and wood would be provided and not stored on site. There was discussion of using barrels. Mr. Lockwood explained the procedures used in a downstate community. Chairman Drollinger suggested that they try using the pavilion and fireplace this year to see how it goes. Other options could be considered in the future. Mr. Lockwood said the pavilion would be used Fridays and Saturdays from 5:00 p.m. to 8:00 p.m., Trustee McPherson suggested a temporary windbreak around a portion of the pavilion that could be installed as needed. Mr. Lockwood next requested permission to use an electrical source for a portable sound system that would be used on Fridays and Saturdays. There was discussion about placing a portable toilet on site. According the Mr. Lockwood, this would be donated. If brought in it will be placed in the parking lot. Chairman Drollinger asked committee

members if they thought a formal agreement needed to be set up. Trustees McPherson and Schuckel thought that the village council could see how it went this winter; if needed, an agreement could be done next year. Mr. Lockwood asked whether he could bring in portable lighting on tripods because the lighting on site is sparse. Trustee McPherson suggested that lighting tripods might be able to be kept in the storage shed. Mr. Lockwood said that he had a small snow thrower to use for cleaning the ice and path between the rink and pavilion. He hoped to line the path with solar lights. His goal is to use the park as a focal point for village activities during the winter to get village residents and businesses involved. The next activity could be a sledding hill. Mr. Lockwood asked if a propane heater could be used in addition to the fire. Mr. Lockwood said that he would provide a drawing that could be included in village council packets at the next meeting. Chairman Drollinger made a motion to recommend approval of the request for a warming station, windbreak, propane heater, port-a-john, sound system, extra lights, and use of the storage shed if space is available.

**Motion by Chairman Drollinger, seconded by Helen Schuckel, to recommend to village council that they allow the Bellaire Youth Center group to use the pavilion and the fireplace; to install a windbreak; to potentially use extra heaters; to locate port-a-johns; to use a music sound system and extra lights, and to use the storage shed if available; at no cost because this is for use by the community. Motion carried by voice vote.**

Mr. Lockwood added that Play It Again Sports on Airport Road in Traverse City would be offering a percentage off on the purchase of ice skates if purchasers mention the Bellaire ice skating rink.

- b) **Bleachers Project at 4-H Fairgrounds:** Clerk Luckett reported that an eagle scout would be bringing a proposal to construct some permanent bleachers in the 4H fairground area. As information had not been provided for the committee, it would likely be brought to council. There was discussion about a possible location considering the approved expansion of the arena. The only available space is to the west.
- c) **Campground Report:** The committee reviewed the report of the campground revenues provided by Treasurer Odom. Chairman Drollinger wondered how the number of campers compared between 2014, 2015 and 2016. Staff will try to compile a report.
- d) **2017-2018 Budget Items:** Trustee McPherson suggested that the containers inside the receptacles could be replaced and secured for less than purchasing new receptacles. There was discussion that 13-gallon containers were too small. Chairman Drollinger suggested that a receptacle like the one by the transportation station was larger and would accommodate more trash. It was suggested that this could result in household trash being disposed of. A larger container for the pavilion/beach area, and replacement of inserts with lids in the existing receptacles, was proposed. Cost information will be obtained. The committee then reviewed other budget items, including capital outlay of \$8,000 for playground equipment; garbage collection increased to \$1,000; water and sewer increased to \$1,800; repair and maintenance reduced to \$15,000. Costs for replacement of parking lot posts, site markers at the campground, picnic tables if needed, and projected wages will be compiled.

- 7. **Discussion Items:** None presented.
- 8. **Communications/Informational:** None presented.
- 9. **Member/Public Comment:** None presented.
- 10. **Adjournment:** Meeting adjourned at 10:58 a.m.

Compiled by Lori Luckett, Clerk  
Minutes Subject to Approval

Approved: \_\_\_\_\_

Date: \_\_\_\_\_