

Village of Bellaire

PARKS COMMITTEE

Patricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

April 3, 2019

1:30 p.m.

1. **Call to Order:** Chairperson Drollinger called the meeting to order at 1:30 p.m.
2. **Attendance**
 - Present:** Chairperson Drollinger, Trustee McPherson and Trustee Schuckel
 - Absent:** None
 - Staff Present:** Lori Luckett, Clerk and Bradley Keiser, DPW Supervisor
 - Also Present:** Tim Reicha, Mike Sizen, Mike Bertram, and Aynsley Slagle
3. **Approval of Agenda:** Tree watering, Port-A-John rentals and Repairs to 4-H buildings were added to the agenda under New Business. The agenda, with additions, was approved.
 - 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 December 5, 2018 meeting were approved.
 - Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the minutes of the December 5, 2018 meeting as presented. Motion carried by voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business:** None presented.
7. **New Business**
 - a) **Glacial Hills – Disc Golf Discussion:** Tim Reicha with the Friends of Glacial Hills reported that the board has been talking about adding disc golf to Glacial Hills' property. He spoke with Brad Gerlach who indicated that was part of the original concept. There had been discussion six to seven years ago about putting the disc golf on the village parcel between First and Second Streets. Mr. Reicha has walked the township property off Eckhardt; it is less than ideal compared to the village property because it crosses the trails quite a bit. During the busy season, this portion of the trail is very busy. Mr. Reicha asked if the village would consider a disc golf park that would be managed by Glacial Hills. They would do fundraising for the design and maintenance of the course. The proposed course would have nine holes. Patrick Boyd, owner of Paddles & Pedals, has told Mr. Reicha that customers ask about disc golf all the time. There is a local course but it is not open to the public. There was discussion about the site. The desired property is located behind the village wells. Chairperson Drollinger stated that parking on First and Second Streets would be a problem. Mr. Reicha said they would need to level and gravel an area to have parking for 6 to 10 cars. Mr. Sizen asked whether it would be tournament grade. Mr. Reicha said no. Supervisor Keiser asked if there would be any structures on, or excavation to, the site. He added that he would have to run everything through the DEQ because the village wells are located on site. The wellheads are caged. DEQ has regulations about what can be located within a certain radius. Mr. Reicha said that there would be gravel pads for the baskets, which would be removed in the winter. Supervisor Keiser requested an overhead view of the property with the proposed course drawn out so that the committee and staff could look at it. The DEQ will want this information

as well. Chairperson Drollinger liked the idea. Mr. Reicha explained that the course is a test run to see what kind of traffic it would get. It is possible that a course would be added on more rolling property. According to Mr. Reicha, this would be a village park managed by Glacial Hills. Chairperson Drollinger asked whether there was access to the trails from this area. Mr. Reicha stated that he is working to provide access to the trails from the village. Glacial Hills will be pursuing trust fund grant funding to acquire additional property. Chairperson Drollinger suggested that the idea was reasonable but required further research. After brief discussion, Chairperson Drollinger made the motion to recommend to village council that the village continue to pursue the request.

Motion by Chairperson Drollinger, seconded by Trustee McPherson, to recommend to village council that the village continue to pursue this request. Motion carried by voice vote.

There was brief discussion about property available for expansion of the trails.

- b) **Tree Watering:** Supervisor Keiser reported that trees will be watered using the same tanker as last year. He had tried to order tree bags from A.E. Leonard but they were backordered. The cost from a second company was much higher. Supervisor Keiser stated that Charlevoix has these “gator bags”. The bulk cost for 50 bags was \$500. According to Supervisor Keiser, the village has planted 175 trees within the last year and a half. Chairperson Drollinger requested that Supervisor Keiser check on the current price of the bags. There was brief discussion about the irrigation well and the possibility of adding irrigation. Trustee McPherson suggested that we test the well to see if it still works. Supervisor Keiser stated that the problem is being able to get through the soil because of stones, concrete, and lumber on site. There was agreement that the bags were the best option because they can be reused. Supervisor Keiser will see what is available and at what price.
- c) **Port-A-John Rentals:** Supervisor Keiser explained that the company, At Your Service Plus, was used last year. The units were not being cleaned and maintained. Treasurer Odom researched other companies and costs. The committee reviewed the price quotes. Security Sanitation had provided the unit for the ice rink. This company answers the telephone and responds quickly. The prices quoted exceed the budgeted amount for this year. There were questions about the type of unit selected for each site, two have regular, two have handicapped. Chairperson Drollinger recounted why each site had received the designated unit. After brief discussion, the committee agreed that all should be handicapped. There was discussion about the budget and whether there was extra funding available. Supervisor Keiser reported that the office received most calls about the unit at the River Street launch. Per the quote from Security Sanitation, the cost of four units at \$160 each is \$960 per month. The unit at the little league fields is provided for three months. The total cost for four units is \$3,360; \$1000 more than is in the budget. Supervisor Keiser suggested that he could review the budget and adjust certain items to cover the extra cost; \$2000 was allocated for bleacher repairs. The bleachers should be replaced in the near future. Chairperson Drollinger made a motion to recommend to village council that the village use Security Sanitation to supply the port-a-johns, and that the four units be handicapped, at a total cost of \$3,360.

Motion by Chairperson Drollinger, seconded by Trustee Schuckel, to recommend to village council that the village use Security Sanitation to supply the port-a-johns, and that the four units be handicapped, at a total cost of \$3,360. Motion carried by voice vote.

- d) **Repairs to 4-H Buildings:** Mike Bertram informed the committee that State Representative Triston Cole was able to get \$150,000 through the legislative appropriation process for the Antrim County Fair Board. Mr. Bertram is currently working to get the funds transferred to the county. They have been working on plans to renovate the kitchen. The plan is to add an extension to the roof on the front of the building to accommodate extra seating. Mike Sizen explained the difficulties with the building; water leaks through the window into the kitchen. The proposed roof will provide covered seating when it rains. Nine picnic tables will be added. The kitchen and fairground area will be rewired. Electrical

panels will go into the small animal barn, the large animal barn, and the main panel will be located in the kitchen. Consumers Energy will be doing an audit of the property and providing a quote for the work. Mr. Sizen explained that the kitchen will be upgraded to a commercial kitchen. The thought is that the village may wish to rent the property for weddings and other events rather than just used by the fair. The current plan is to seal the kitchen floor; to put in wall board required by the health department behind the sinks and stove area; upgrade the walls, wiring, shelving and lighting. If a commercial hood cannot be added this year, the area will be prepped and ready. Mr. Sizen explained that a goal is to expand the horse arena. Funding will determine the extent of the repairs. It may be possible to include expansion of the arena. The fall project is to remove the large animal building and build a larger barn that will accommodate stalls. Currently there is no place for riders to keep their horses on site. Mr. Sizen wondered if the ball diamonds could be relocated so the site could be used for parking and use by 4-H. Chairperson Drollinger did not want to get rid of the ball diamonds but was open to discussion of their use for camping and parking. Supervisor Keiser explained the work that would be done on the fields. There was discussion about the location of the electrical service. The goal is to develop facilities that may be used year round and not just for three days a year. Mr. Bertram stated that the kitchen will be worked on before the fair; the barn will be done after the fair. Mr. Sizen stated that the kitchen needs to be improved right away. For the safety of the animals and owners, the large animal barn needs to be taken care of this year. Mr. Bertram asked about the lease and its expiration. He would like to see about an early renewal because of the money being put into the property. Mr. Sizen reported that a shed will be put on site for storage of 4-H items. The fair location would be ideal for a farmer's market. The plans for the kitchen and lights on the fair sign will be discussed at the village council meeting. Chairperson Drollinger said that camping on the fairground could be discussed at the later date. The committee would like to do a walk-around.

8. **Discussion Items:** Supervisor Keiser reported that staff is currently working on a Capital Improvement Plan. Currently there are no projects for Craven Park identified. Supervisor Keiser reported that Jeff Hebden contacted him about raising money to improve the baseball and softball fields at Craven Park. Supervisor Keiser presented a site plan for Craven Park improvements that had been commissioned in 1999. Craven Park projects will be incorporated into the Capital Improvement Plan; having a Capital Improvement Plan opens up grant funding opportunities.
9. **Communications/Informational:** None presented.
10. **Member/Public Comment:** None presented.
11. **Adjournment:** Meeting adjourned at 2:35 p.m.

Compiled by Lori Lockett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____