

Village of Bellaire

PARKS COMMITTEE

Patricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

August 14, 2019

2:00 p.m.

1. **Call to Order:** Chairperson Drollinger called the meeting to order at 2:00 p.m.
2. **Attendance**
 - Present:** Chairperson Drollinger, Trustee McPherson and Trustee Schuckel
 - Absent:** None
 - Staff Present:** Lori Lockett, Clerk, Bradley Keiser, DPW Supervisor and Bill Drollinger, Police Chief
 - Also Present:** Don Seman
3. **Approval of Agenda:** New Hope use of Richardi Park was added under New Business and Public Restrooms added under Discussion Item. The agenda was approved with the additions.
Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the agenda with the additions. Motion carried by voice vote.
4. **Approval of Minutes:** The minutes of the May 6, 2019 meeting were approved.
Motion by Trustee McPherson, seconded by Trustee Schuckel, to approve the minutes of the May 6, 2019 meeting as presented. Motion carried by voice vote.
5. **Public Comment on Agenda Items:** Don Seman expressed interest in the proposed skatepark.
6. **Old Business**
 - a) **Proposed Skate Park Updates:** Chairman Drollinger stated that they had gotten the proposed plan to the committee. She thought the plan was very cool. Chairman Drollinger stated that she was not aware of the cost. Supervisor Keiser stated that it is not supposed to cost the village anything. He thought the cost was still be worked out. This drawing is conceptual. Chairman Drollinger suggested that the skatepark would be used a lot. Because the skatepark is not level, her only concern was what would be done in the winter? Supervisor Keiser suggested that it could be fenced off so that people could not walk through it and fall into a hole. The conceptual drawing also goes into the ice-skating area. Supervisor Keiser explained that when he met with Evergreen, they had other options for the ice-skating rink. He also spoke with Nick Bagdon, who works on the Elk Rapids skating rink. Elk Rapids uses their tennis courts. The village has that option or other flat spots. Elk Rapids uses an EZ-rink. The tennis courts are fenced and can be locked while ice is being made. There was brief discussion about the cost of the EZ Rink and other locations. There was discussion about the use of the skatepark features. Supervisor Keiser commented that they were being used regularly. Chief Drollinger noted that there have not been any problems. Don Seman said that he has not seen too many people use it. He is for it but bothered about conflicting with other stuff, from the bed and breakfast to the kayak launch. Chairman Drollinger does not think there will be a conflict. The park was there before the bed and breakfast, the park closes at 10:00 p.m. Basketball is not being played like it used to. Chief Drollinger suggested that Christmas trees could be planted along the north lot line to block the noise. Some of the cedar trees would have to be removed. Toys would have to be relocated. Don Seman asked if there were any plans to replace the equipment. Chairman Drollinger stated that the goal is to replace the transportation station and money is being put away each year. DPW does maintenance annually but some of the equipment needs to be replaced.

- b) **Ordinance and Forms regarding host liquor liability and liquor in the park:** Clerk Luckett reported that the proposed ordinance included the provision prohibiting glass containers “except pursuant to a permit issued under subsection A above”. The reservation form has been modified to include the changes recommended at a prior meeting. Trustee McPherson noted that the availability of water needs to be added. After brief discussion availability of potable water and fireplace were added to the reservation form. Additional language under the Waiver of Liability had been recommended by legal counsel. Chief Drollinger asked about marking the breakers. Supervisor Keiser said the DPW would address it. There was discussion about whether there would be another fee for the alcohol permit. Clerk Luckett explained that the application for permit to possess and consume alcohol contains what is set forth in the ordinance. Chief Drollinger worked with legal counsel to develop standards for approval and revocation of the permit. The permit also includes language “glass containers are only allowed under or within 25’ of the Richardi Park Pavilion.

Chairman Drollinger made a motion to recommend to village council that we add “fireplace”, “potable water” and items in red to the reservation form.

Motion by Chairman Drollinger, seconded by Trustee McPherson, to recommend to village council that we add “fireplace”, “potable water” and items in red to the reservation form. Motion carried by voice vote.

The new application for alcohol possession and consumption and permit allowing glass containers within 25’ of the pavilion were recommended for approval.

Motion by Trustee Schuckel, seconded by Trustee McPherson, to recommend to village council approval of the application for alcohol possession and consumption and permit allowing glass containers within 25’ of the pavilion. Motion carried by voice vote.

Chairman Drollinger made a motion not to add another fee. There was no second to the motion.

7. New Business

- a) **Campsites, water and electric usage at Antrim County Fairgrounds:** Supervisor Keiser stated that it had been brought to council’s attention that the waterlines had been cut. He learned that they were cut in the process of installation of nine 30-amp R.V. plugs along the river. Upgrades to electrical in the kitchen had been discussed; plugs for camping had not. There was discussion about permitting requirements. Additionally, the showers in the fair area are not metered. People camped at these sites during the fair and used the free showers. In the past, there have been issues with people wanting to camp by the river. The concern is the campground is only permitted for a certain number of sites. Trustee McPherson suggested that we determine whether additional campsites are permitted. Crystal Swain used to camp on site to watch the livestock. She paid \$20. Supervisor Keiser would like to put a water meter in the 4-H building. There is currently an electric meter there. According to Supervisor Keiser, all the water for the 4-H facilities goes through the meter at Craven Park. The village pays for the water and electricity in the park and fairgrounds. A Parks Committee meeting to which the Fair Board is invited, will be scheduled. Chairman Drollinger asked whether anyone with the fair paid to camp at the campground. There was brief discussion about the water line bill for repairs. Supervisor Keiser stated that, per request of the Fair Board, the bill had been submitted to them; they will pass it on to the electrical company. This matter was tabled pending the meeting with the Fair Board.
- b) **DDA involvement in park improvements:** Don Seman reported that the DDA would like to be involved in smaller park improvements. He asked about specific items. Chairman Drollinger stated the committee was currently working on the skatepark and the transportation station. They would also like to make improvements in Holiday Acres. According to Mr. Seman, the DDA has learned that it can invest in small projects outside of the district. The major project the DDA is currently working on is the Community Hall. They would like to be involved in “smaller” projects, for example, matching funds

for the ice rink. Chairman Drollinger stated that matching funds for the ice rink would be nice and could be planned for next year's budget. There was discussion about a splashpad in the park in conjunction with the skatepark. Mr. Seman wondered if the skatepark could go in another location. Chairman Drollinger thought that Richardi Park was the best option. Mr. Seman requested copies of the conceptual drawings of the proposed skatepark for a future DDA meeting. Chairman Drollinger suggested that backing from the DDA for the transportation station improvements would be appreciated. According to Mr. Seman, the DDA would like to be involved in community projects to show their support. Chairman Drollinger asked about their involvement in public restrooms. Supervisor Keiser presented a photograph of public restrooms in St. Ignace's pocket park. The building is 6' x 24'. The St. Ignace DPW built the restroom consisting of a mechanical room and accessible unisex restrooms with changing stations. Chairman Drollinger suggested that this would be an awesome project for DDA participation. Supervisor Keiser reported that water and sewer are available at this site. According to Mr. Seman, the DDA has other ideas for this pocket park. Supervisor Keiser said this site could also accommodate the Shanty Creek bus stop patrons. The building could be designed with three restrooms with an overhang off the front for the bus stop. Chairman Drollinger asked Mr. Seman to present the idea to the DDA. Supervisor Keiser requested permission to send the picture to Destination Bellaire. A couple of Rotarians have also been approached. Chairman Drollinger identified the transportation station, skatepark, possibly a splashpad, ice-skating rink, and restrooms as items for Mr. Seman to present to the DDA.

- c) **New Hope Use of Richardi Park:** Supervisor Keiser reported that the soccer field and Richardi Park had been used for camps without being reserved. The other day kids and tents showed up at Richardi Park while Chris Gnya was working. It was noted that Paul Koepke is charged for the 3 on 3 basketball tournament and there is a waiver of liability. The parks have not been reserved for these camps. To use the park, the reservation fee needs to be paid and waivers of liability provided. Chairman Drollinger will contact the organizer. Trustee McPherson made a motion to recommend to village council that a letter be sent to New Hope regarding the policy of reserving the park for activities and providing the required waivers of liability.

Motion by Trustee McPherson, seconded to Chairman Drollinger, to recommend to village council that a letter be sent to New Hope regarding the policy of reserving the park for activities and providing required waivers of liability. Motion passed by unanimous voice vote.

8. Discussion Items

a) **ReLeaf visit regarding trees planted:** Supervisor Keiser reported that a ReLeaf representative will be in town August 19, 2019 to look at the trees planted. A few of the trees have been lost. There was brief discussion about the Consumers Tree Planting grant. Supervisor Keiser suggested taking this year off for planting to catch up on trees planted in previous years. Mike Merriwether is compiling a list of trees that should be planted to avoid damage to sidewalks and interfering with utility lines. Perhaps evergreens could be planted in Richardi Park with this grant. Mr. Seman asked about the removal of the no parking signs along Antrim Street. He was directed to speak with Chief Drollinger.

b) **Public restrooms:** Noting this this item had been discussed under DDA projects, Supervisor Keiser requested permission to contact Destination Bellaire, Rotary and individuals who expressed interest in public restrooms downtown.

- 9. **Communications/Informational:** A DPW employee asked about metering individual campsites. Currently the Burger Barge owner is camping at the campground. His trailer is used to keep items offered for sale on the weekends, refrigerated during the week. According to Supervisor Keiser, the health department has inspected his trailer so now he camps in a tent on site. Members agreed this is a business and cannot be operated out of the park. Apparently, he had been asked to leave the Torch River campground because

operating a business is not allowed. This item will be added to the next Parks Committee meeting agenda. Village parks are not allowed to be used for profit.

Meeting availability was discussed. Possible dates and times were identified. August 19 after 4:00 p.m. and August 21 2:00 p.m. or later; August 26 after 1:00 p.m., August 28, and August 30 after 4:00 p.m.

10. Member/Public Comment: None presented.

11. Adjournment: Meeting adjourned at 3:18 p.m.

Compiled by Lori Lockett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____