

**Leelanau County Parks and Recreation Commission
Meeting Minutes**

May 1, 2024 3:00 p.m.

Leelanau County Government Center – Commissioners Meeting Room
8527 E. Government Center Dr., Suttons Bay MI 49682

CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Chair Godbout called the meeting to order at 3:00 p.m. and led the “Pledge of Allegiance.”

ROLL CALL:

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| ▪ John Arens - <i>Absent</i> | ▪ Melinda Lautner |
| ▪ Keith Beduhn | ▪ Casey Noonan, Vice Chair |
| ▪ Steve Christensen, Secretary | ▪ John Popa |
| ▪ Don Frerichs | ▪ Kama Ross |
| ▪ Charles Godbout, Chair | ▪ John Walter - <i>Absent</i> |

Staff in Attendance:

- Richard Lewis, Interim County Administrator
- Gail Myer, Planning Director
- Jerry Culman, Maintenance Director
- Lori Eubanks, Recording Secretary

Approval of Agenda:

Requests to add to the agenda:

- Monkey-Flower Report/Proposal by Laurel Voran (Requested by Christensen)

Motion by Noonan to approve the agenda, as amended. Seconded by Christensen.

Ayes: 8 (Beduhn, Christensen, Frerichs, Godbout, Lautner, Noonan, Popa, Ross)

Opposed: 0 Absent: 2 (Arens, Walter)

Motion Carries.

Conflict of Interest: None.

Public Comment: None.

Staff Comments:

Gail Myer, Planning Director, reported that the Request for Proposal (RFP) for the Five-Year Parks Plan was released on April 10, 2024 and that responses are due by May 28, 2024.

Approval of April 3, 2024 Regular Session Minutes:

Motion by Noonan to approve the regular session minutes of April 3, 2024. Seconded by Ross.

Ayes: 8 (Beduhn, Christensen, Frerichs, Godbout, Lautner, Noonan, Popa, Ross)

Opposed: 0 Absent: 2 (Arens, Walter)

Motion Carries.

Unfinished Business: None.

Discussion/Action Items:

1. **Monkey-Flower Report and Proposal** - Laurel Voran presented an overview of Michigan Monkey-Flower which is a rare and endangered species that resides on the shores of Glen Lake at Old Settlers Park. Voran proposed continued maintenance and preservation of the Monkey-Flower patch in 2024.

Motion by Noonan that the Leelanau County Parks and Recreation Commission approve

\$960.00 for the continued maintenance and preservation in 2024 of the Monkey-Flower patch at Old Settlers Park. Seconded by Christensen.

Discussion: Christensen noted maintenance of the Monkey-Flower patch at Old Settlers Park has been “an amazing 18-year collaboration for a very worthy cause.” Popa commended Voran for her work in preserving the Monkey-Flower patch at the park.

Ayes: 8 (Beduhn, Christensen, Frerichs, Godbout, Lautner, Noonan, Popa, Ross)

Opposed: 0 Absent: 2 (Arens, Walter)

Motion Carries.

2. **Gazebo Work at Old Settlers Park** – Godbout reported that no bids were received on the second posting of the RFP for refurbishment of the gazebo at Old Settlers Park. He said Interim County Administrator Lewis has some ideas on how to move forward with the project by combining other safety improvement projects that were identified in the recent Michigan Municipal Risk Management Authority (MMRMA) safety assessment of the parks, thereby creating a larger project for an RFP.

3. **Easement Parcel at Old Settlers Park** – Noonan introduced Steve Kirshner who appeared before the Parks commission to ask permission to pave his driveway which crosses an easement at Old Settlers Park. Approximate dimensions of the proposed paving are 200 feet long by 8 feet wide. **Motion by Noonan that the Leelanau County Parks and Recreation Commission recommend to the Leelanau County Board of Commissioners (BOC) to allow Mr. Kirshner to pave his driveway. Seconded by Lautner.**

Discussion: Christensen advised Kirshner to work with the Leelanau County Road commission on permitting requirements including a possible soil erosion permit.

Ayes: 8 (Beduhn, Christensen, Frerichs, Godbout, Lautner, Noonan, Popa, Ross)

Opposed: 0 Absent: 2 (Arens, Walter)

Motion Carries.

4. **Approval of Financials**

- Revenue & Expense Report - Period Ending April 30, 2024
- Transaction History Listing Report – Period Ending April 30, 2024

Godbout reported expenses at 4.57 percent of budget. He noted the miscategorized line item that was still showing 600+ percent over budget.

Motion by Godbout to approve the April 2024 financials, as presented. Seconded by Noonan.

Ayes: 8 (Beduhn, Christensen, Frerichs, Godbout, Lautner, Noonan, Popa, Ross)

Opposed: 0 Absent: 2 (Arens, Walter)

Motion Carries.

Jerry Culman, Maintenance Director reported:

- Jordan Keel was hired to replace retiring Scott Bradley, Maintenance Worker. Keel begins on May 2, 2024.
- Two part-time, seasonal maintenance workers were hired to work four days a week, 528 total hours for the season.
- Water testing has begun at the parks.
- Replacement of the split rail fence at Veronica Valley is being completed by Easling Construction.
- Consideration is being given to contract the entire installation project of engineered wood chips at the playground at Myles Kimmerly Park.
- The pad for the portable toilets at Old Settlers Park will be poured by in-house labor. A contractor will be used for the excavation portion of the project.
- The lattice repair on the Monkey-Flower platform at Old Settlers Park will soon be completed.
- Overhanging branches on the platform have been trimmed.
- The gap between the shore and the dock at Old Settlers Park has been filled in with gravel.
- Portable toilets have been installed at Myles Kimmerly Park.

- The chapel at Old Settlers Park will be power-washed, if necessary.
- The Veronica Valley Park sign has been installed.
- Beduhn requested and Culman agreed to switch out one of the two portable toilets at Veronica Valley Park for a handicap accessible toilet.
- With Bradley's retirement, Culman confirmed he would be attending future monthly Parks meetings in his place.

5. Reports/Updates

Myles Kimmerly Park – Frerichs reported that the BOC approved \$66,000.00 for the engineered wood chips at Myles Kimmerly Park. Interim Administrator Lewis interjected that the project has been put on hold pending more research on how to complete the project. Frerichs reviewed the recent updates to the Myles Kimmerly Park Plan. Godbout added that the next steps are to incorporate the Myles Kimmerly Park Plan into the Parks Five Year Plan (2025-2029) and to pursue estimates of the proposed projects for inclusion into the Capital Improvement Plan (CIP). Godbout said that in order to bring Parks Plan projects into fruition, the BOC needed to make the parks more of a priority and increase the funding. Discussion ensued about the need for a grant writer and how to pursue grants to supplement the funds needed for park improvements.

Ross noted an upcoming composting workshop from 9:00 a.m. to 12:00 p.m. on May 29 (2024) at the Poor Farm Barn.

Godbout reported that the ruling by the Building Safety Department regarding the need to have restrooms installed in the Poor Farm Barn was appealed and denied. He said this decision is impacting the Leelanau County Historic Preservation Society (LCHPS) because it limits the programs LCHPS would like to conduct in the barn.

Noonan reported that Dan May is still interested in installing an ice rink at Myles Kimmerly Park and asked if the Parks Commission had made a decision on whether to allow it. Installation of a water line to supply the needed water for the rink and liability issues are the holdups. Christensen requested and Culman agreed to research the cost to install a waterline.

Old Settlers Park – Godbout reported that safety risks identified by MMRMA have been addressed at the park including the trip hazards associated with the dock, and the overhanging branches above the stairs from the lake. As previously reported, refurbishment of the gazebo is on hold due to no responses to the RFP. Lautner had no update on the playground bouncers yet to be purchased and installed using a donation from the Lanham family in honor of Nancy Lanham.

Veronica Valley Park – Beduhn reported that Kid's Fishing Day is on schedule, the estimate to pave trails at the park may increase due to a 10-foot wide requirement versus an 8-foot width, and that Alen Campbell may have a lead for a matching grant to help pay for the paving of the trails. He added that the park sign has been re-installed.

Public Comment(s): Greg Argyle, advocate for the disc golf community, presented budget proposal ideas for upgrading the disc golf course in relation to the Myles Kimmerly Park conceptual plan. Lautner reminded the group about the original sponsor of the disc golf course at Myles Kimmerly Park who was Commissioner Casey Noonan's grandfather, Glen Noonan. Christensen asked Argyle to submit a design for a 9-hole course.

Staff Comment(s): None.

Commissioner and Chairperson Comments: Beduhn suggested setting up pickleball tournaments

with players from each township to generate money from corporate sponsors that could be used for pickleball projects.

Adjournment:

With no further business to come before the Parks and Recreation Commission, Noonan motioned to adjourn; seconded by Christensen

The meeting of the Parks and Recreation Commission adjourned at 4:36 p.m.

Respectfully submitted,

Lori Eubanks, Recording Secretary