

Leelanau County Parks and Recreation Commission
Old Settlers Park Committee Meeting
Tuesday, April 4, 2023 – 3:15 p.m.
Leelanau County Government Center, Suttons Bay, Michigan
Tentative Minutes – Meeting Recorded
<https://www.leelanau.gov/meetingdetails.asp?MAId=2502>

The Old Settlers Park Committee meeting was called to order at 3:16 p.m. by Committee Chairman, Charles Godbout.

Committee Chairman Godbout led recitation of the “Pledge of Allegiance.”

Roll Call: Charles Godbout, *Committee Chairman*
Steve Christensen
Melinda Lautner
Casey Noonan

Staff Present: Laurel Evans, Executive Assistant
W. Scott Bradley, Maintenance Worker

Guests Present:
None.

Approval of Agenda and Late Additions/Deletions:
Request by Lautner to add “Lanham Bench” under Action Items – Item 3 “Review of Proposed Fiscal Year (FY) 2023 Projects.”

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

Discussion – None.

Ayes – 4 (Noonan, Christensen, Godbout, Lautner)

No – 0

Motion Passes.

Public Comment:

None.

Action Items –

Approval of Minutes – February 14, 2023:

Motion by Lautner to approve the minutes of February 14, 2023, as amended. Seconded by Noonan.

Discussion – None.

Ayes – 4 (Lautner, Noonan, Christensen, Godbout)

No – 0

Motion Passes.

Review of Capital Improvement Program (CIP) Projects:

Committee Chairman Godbout said he reviewed the park’s master plan and identified the items that could potentially be submitted for the CIP and invited input from the group.

Universal Access Kayak Launch – The group decided not move forward with this project for lack of a boat cleaning facility.

(Evans reminded Godbout that CIP items were due on Friday, March 31 (2023). Committee Chairman Godbout responded that he advised [Planning/Community Development Director Trudy] Galla that Old Settlers Park CIP items would be submitted past the March 31st deadline and that she was okay with it. Evans said Galla advised her to timely submit CIP items and modify as needed later. Godbout inquired and Noonan confirmed that items not currently in the CIP that missed the deadline would not go into this year’s CIP. Godbout said he asked Galla if he had a CIP item that was a project for August (2023, for example), could the appropriate paperwork be completed and the project added to the CIP after the fact, and Galla said that it would be okay.)

Universal Access for Existing Pit Toilet – The pros and cons of the pit toilet versus portable toilets versus flush toilets was discussed (safety, maintenance, cost). Bradley mentioned the pit toilet is sometimes used as a changing room which would be difficult to do in a portable toilet. Christensen suggested incorporating a changing area into a new design. The group decided to create two CIP projects; 1) demolition of the pit toilet; 2) install universal access, portable toilets/enclosure near gazebo and (eventually) at current location of pit toilet. Christensen suggested asking Parks Commission member Jon Walter to draw up plans for an enclosure and thought Godbout, Bradley, and Walter could meet at the park to determine location of the toilet enclosures.

Potable Water Hydrant – Bradley said the current water hydrant is potable and the water is tested four times a year. Bradley displayed a catalog with a bottle filling station. Committee Chairman Godbout estimated the project cost at \$6,000.00 to \$12,000.00 to install a filling station and pump and a cement pad.

Reroofing the Gazebo, Vinyl Siding, Vinyl Cladding, Deck, and Stairs – Committee Chairman Godbout estimated \$30,000.00 for this project. Bradley took roof pictures and Christensen commented that the pictures showed that “the roof was functional but rapidly approaching nonfunctional.” Discussion followed about the longevity of cedar shakes for roofing. Lautner asked if a metal roof might be a better idea, but the group felt metal was inconsistent with the esthetics of the park. Noonan said he was going to ask Jeff Parker, who does cedar shakes siding, to look at the gazebo.

Motion by Godbout to recommend to the Parks and Recreation Commission to approve adding the refurbishment of the Old Settlers Park gazebo to the FY 2024 CIP. Seconded by Noonan.

Discussion – Christensen suggested increasing the project price. Noonan agreed and suggested \$40,000.00. Evans advised that cost did not need to be included in the CIP because of potential price fluctuations before the project commenced.

Ayes – 4 (Godbout, Lautner, Noonan, Christensen)

No – 0

Motion Passes.

Relocation of Grill Away from Center Road – Uncertain which grill this was, Committee Chairman Godbout asked and Bradley responded that it was the grill adjacent to the swing set. Godbout wondered how the grill could be moved. Bradley thought it should be completely removed. Godbout remarked that if it was a safety hazard, the grill should be removed. Christensen commented that people simply use portable grills now. Godbout said the action on this project would be to remove the grill, and he asked if Bradley could “put this on your list.”

Improve Signage for Road Circulation – Committee Chairman Godbout thought there was \$10,000.00 in the 2023 budget to install parking spaces along the park’s circular road and Godbout proposed doing this project in conjunction with the improved signage for road circulation project (entrance only; exit only; do not enter signs). Godbout estimated about 20 signs for the project at \$100.00 per sign for a total of \$2,000.00. Godbout said he was unsure of the scope of work and wondered who could do it. Christensen suggested having Walter include this project on the sketch for the portable toilets. Christensen and Lautner thought 20 signs were too many and that they did not fit the esthetics of the park. Noonan added that the public does not pay attention to the signage, so the signs would more likely be necessary for liability reasons. Godbout thought maybe signage was not an issue and that perhaps they should not spend money on the project even though it was noted in the park master plan. The group agreed that improved signage was not a priority for the park. Discussion followed on delineating necessary parking spaces. Godbout said and Noonan concurred this would not be a large project to complete. Bradley suggested putting gravel down prior to installing stones.

Committee Chairman Godbout proposed an on-site meeting at the park to perform a walk-through. Noonan added that depending on the day, Zack Stanz might be able to attend and discuss stone placement for the parking spaces. Christensen thought the dock base and stairs could be looked at as well. Godbout proposed a 1:00 p.m. meeting prior to the May 3 (2023) Parks meeting. ***Concurrence to conduct a Committee meeting beginning at 1:00 p.m., on May 3, 2023, at Old Settlers Park and finishing up at the Government Center, around 2:30 p.m.***

Possible Future Projects – Committee Chairman Godbout proposed universal access to the dock (ramp versus a staircase) as a future project. Christensen noted that a new design would have to be planned around the monkey flower plantings. Discussion ensued on appropriate walkway grades. Bradley suggested members review the walkway on Arcadia Bluffs. Godbout said something to consider might be to pave the graveled parking areas to mitigate annual upkeep of the gravel. Lautner added that the split rail fence will eventually need replacement, and that eradication of the poison ivy along that fencing might also be a good project.

Review of Proposed Fiscal Year (FY) 2023 Projects – Committee Chairman Godbout said the Old Settlers Park Committee will kick off 2023 with the parking space project. Lautner updated the group on the status of the Nancy Lanham memorial funds, announcing that a ladybug bouncer will be purchased in lieu of a bunny (unable to find a bunny bouncer). Lautner added that the family is okay with that decision. The Lanham family would also like to donate a “prayer bench” similar to the Binsfeld bench that is in the park. Lautner explained that because the bench is not consistent with the style of other benches throughout the park, it would

require an exemption. She added that this bench would be a memorial to John and Nancy Lanham who were part of the original Old Settlers picnic grounds. The Lanham family is asking for approval to do one more non-conforming bench and will cover the entire cost.

Motion by Lautner to recommend to the Parks and Recreation Commission to approve a donation from the Lanham family to construct a fieldstone memorial bench at Old Settlers Park, pending design approval. Seconded by Godbout/Noonan.

Discussion – Christensen commented this action was not without precedent. There was discussion regarding if there was a previous, similar request for Glen (Noonan, former Parks/Road Commission member) that never materialized. Casey Noonan said there was a similar request for a bench for Linda Olsen at Myles Kimmerly Park, which resulted in the purchase of a standard bench.

Ayes – 4 (Lautner, Noonan, Christensen, Godbout)

No – 0

Motion Passes.

Evans advised the group that the motion was missing the cost tied to the construction and installation of the bench and asked if Lautner could get a letter from the Lanham family that included cost details and that committed to full payment for the bench. Lautner said she already had a letter and would have it available for tomorrow's full Parks meeting (April 5, 2023).

Public Comment:

None.

Board Member Comment:

None.

Motion to Adjourn:

Committee Chairman Godbout called for a motion to adjourn.

Motion by Christensen to adjourn. Seconded by Lautner.

Ayes – 4 (Christensen, Godbout, Lautner, Noonan)

No – 0

Motion Passes.

Committee Chairman Godbout mentioned he might be late for tomorrow's full Parks meeting. With no further business to come before the committee, the meeting adjourned at 3:55 p.m.

Lori Eubanks, Recording Secretary