



ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
October 20th, 2017 8:30 a.m.

ROLL CALL:

Committee:

	Feringa		Heflin		Heffner		Jenema
	Smith		Timmins		Wentzloff		
	Heinert		Kushman				
	Winter						

Advisory:

Staff:

A. PUBLIC COMMENT:

B. APPROVAL OF AGENDA:

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. CORRESPONDENCE:

E. ACTION:

1. Approve Parks & Trails Minutes 09/15/2017

F. OLD BUSINESS:

1. Bayside Park Updates
 - a. Playground Equipment Feedback
 - b. Bayview Inn Event Recap
 - c. Impact 100 Update
 - d. Non-motorized Watercraft Rental Status
2. Trail Updates
3. Park Rules
4. Gilroy Park Status
5. Park System Signs

G. NEW BUSINESS: none

H. PUBLIC COMMENT

ADJOURN:

**ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
September 15th, 2017 8:30 a.m.**

Timmins called the meeting to order at 8:34 am

ROLL CALL:

Committee:	late	Feringa	x	Heflin	x	Heffner	late	Jenema
	x	Smith	x	Timmins	excused	Wentzloff		
Advisory:	x	Heinert/Krogulecki	x	Kushman				
Staff:	x	Winter						

- A. **PUBLIC COMMENT:** None
- B. **APPROVAL OF AGENDA:** Motion for approval of the agenda Heflin, 2nd by Heffner. Motion carries.
- C. **INQUIRY AS TO CONFLICTS OF INTEREST:** none
- D. **CORRESPONDENCE:** none
- E. **ACTION:**
 - 1. Approve Parks & Trails Minutes 08/18/2017- Motion to approve the park and trail minutes from 08/18/2017 Heflin, 2nd by Heffner. Timmins recused herself from the vote. Motion carries.
- F. **OLD BUSINESS:**
 - 1. Bayside Park
 - a. Design development boards, play structures, sun shades, site elements- Krogulecki presented the layout of the benches, garbage/recycling containers, bike rack, lighting, signage, dumpster enclosure, playground elements.

Went over the existing elements within the parks that Gosling and Czubek incorporated with the new elements.

Krogulecki talked about Gosling and Czubek wanting to bid out the sign package and landscaping and possibly other small projects to save the upcharge that a general contractor will charge.

Dumpster enclosure , worked with the American Waste contractor, it will be placed back in the woods to be hidden from view. Described what it will look like, Dark brown vinyl enclosure, with a black vinyl gate, black slats.

Gates at the front, gate discussion followed. Jenema commented that it was decided to put the posts in for the gates as place markers, but there has been no problems with keeping the parks open so it was decided to hold off on putting the actual gate in unless a problem arises. Krogulecki agreed.

Trash and recycling will be side to side, the recycling will have a green top and symbol to delineate the recycling from the garbage, Kevin will also look at if the American Waste recycling emblem can be put on the recycling.

Discussed placement of the bike racks. They are loop design, discussed liking the design because you don't have to put your front tire into in. Two bikes can be chained on one side.

Widening of the trail to 10 ft.(where?)

Discussed the foot wash station by the beach.

Heffner asked about water fountains/bottle filling.

Kevin discussed the putting one up by the bathrooms, a second station is in the middle by the

playground.

Heffner would like to see one added to the foot wash station since water is already going there.

Kevin discussed the cost of the fountain/bottle fill station.

Jenema asked about plumbing the foot wash station area for a water fountain in the future.

Kevin will look into seeing if they make a dual unit.

Discussed adding a spout for dog dish refill.

Playground equipment - will incorporate the playground, sun shade area (future pavilion site possibility) sunshades are 18x18 stamped and stained concrete will help hide stains,

Furniture products are from Landscape structures, midwest company, Carl is their local rep. The furniture will be purchased independently without a contractor, Landscape design has a turnkey package that is ideal for our situation.

Pick play equipment that will blend more with the landscape, the play structure will be hidden a behind trees a bit. Brown and green are the colors chosen for their blend ability. Most toys are for kids 5-12.

Discussed cost of the components, the township had \$50k budgeted. The Play structure without transport and installation that the designers picked for the park has a base price of \$38k.

Asked about maintenance of the play structure.

Kevin said maintenance was minimal, he thinks that the play structures will need maintenance every 15-20 yrs. He will ask Carl, the rep, the clarify.

Smith asked about keeping the sunshades up in the winter.

Kevin said most communities do and don't find a problem with snow build up. He also thinks being by the lake with constant wind it should help clear the snow off.

Winter commented that the state park keeps their sunshades up all year and that it adds more wear and tear taking them down each season.

Discussed the differences in other play structure examples.

Smith discussed how when he takes his kids to a play structure in the area that is plastic, he sees a lot of splitting and cracking. Wants to know how the structures we are looking at compares.

Discussion followed. Also discussed safety standards.

Winter discussed moving the large rock, that the kids love, over by the play area. That was agreed upon.

Heffner brought up volleyball courts in the open space.

Winter talked about how the committee talked about volleyball courts the beginning of the process but decided to leave the open lawn as lawn to allow people to decide how to use it. Discussed that a volleyball court could be added in a different phase or on another park property.

Feringa added that he also has worked with Landscape Structures and has found them to be a good product. He commented that you get what you pay for.

Price includes the sun structures, play structures and installation, which those 3 things take the budgeted amount the township has designated within \$5k.

Jenema thought we should put up the designs picked for the play structure and sun shades to see what comments people give.

Working to get these components to bid quickly.

Heflin asked about replacing sunshades with pavilion.

Winter addressed it with the budgetary concerns and how much a pavilion cost compared to the sunshades and how it could be a later phase.

b. Construction Schedule - discussed construction schedule first- The soil erosion permit for the whole Bayside project was obtained.

Krogulecki- spoke about the trouble with the originally planned start date of Sept.

15th., due to local contractors being locked up until the end of the year. Due to this the schedule has shifted. Krogulecki said the parking lot expansion will be moved until the spring. Looking to start smaller preparations this fall. Such as: tree work, irrigation, land moving for trails, sidewalks, utilities. All plans and specs over \$2500 have to be approved by the DNR before bids can be put out, tree work will cost more than that.

Heffner asked how long it took for the DNR to review and turnaround the request.

Krogulecki-replied that it could take up to 30 days but he has seen the DNR turnaround request

in a couple weeks. Krogulecki said he has to get with Shawn and Jay to work on a couple of things on the grant website. The DNR has asked for new boundary specs. Krogulecki has that scheduled to be finished by the week of 9/18/17.

Discussed the availability contractors in the spring. The best plan is to get the bids in as early as possible to line up the contractors for the spring.

A long discussion followed about the situation with contractors in the area and moving forward with the bidding process.

- c. Non-motorized watercraft rentals- Winter presented info on a non-motorized watercraft rental set up. Discussion followed. Income from the rental of the building would contribute to park maintenance.

Jenema took it to the board for them to start thinking about back in Sept. will be readdressing it in Oct.

Winter had questions for the board. When would implementation take place? How long of a lease and how much? This idea is supported by the committee.

- d. Apple crate rock box Jenema thought it would be a good idea to have a central area for people to put rocks and other larger items gathered off the beach as we continue to unearth things and clean the area. Jenema reached out to a local farmer, Dorance Amos, who has a crate available. Jenema is working on a plan to have it delivered.

- 2. Trail Updates - Kushman echoed the sentiment about contractor problems the TART project between 3-4 mile is on hold. The project near 5-mile in Acme should be finished in Oct.

Tart and Wentzloff presented to the Shores condo board back in July, they have warmed a bit to the idea. Testimonials from Lake Ridge residents helped. The group is going back in Oct. to further discussions.

Feringa will check into the ownership status of the road that runs through the property.

Elk Rapids is still working to come up with funds for preliminary design work from Maple Bay to the north end of Elk Rapids.

The Mayor of Charlevoix is working to get the trail through Fisherman state park.

- 3. Impact 100 Grant Update- Heflin updated the committee. Explained what the organization was and how the conservancy applied for the grant and gave a rundown of the process. Sept. 27th is the date the finalist will be chosen, and Nov. 8th. Will be the vote.

Heflin also gave a list of other grants the conservancy was working to acquire.

- 4. Park Rules group discussion. Everyone is to send their top 5 basic rules to Jenema and they will be discussed at the next meeting.

G. NEW BUSINESS:

- 1. Park system signs Jenema spoke of the importance of consistency.

Winter discussed what TC does. Discussion on kiosk design, matching color pallet, and use of township logo followed. Asked for people to start collecting samples of signage they see and like.

- 2. Election of Officers Timmins nominated Jenema for Chair. Nomination passed

Heflin nominated Feringa for Vice Chair, nomination passed

Feringa nominated Timmins for Secretary. Nomination passed

- 3. Committee meeting dates and times discussed changing it, it will remain the same.

H. PUBLIC COMMENT none

ADJOURN: at 10:31

Shawn Winter

From: Kevin Krogulecki <kskrogulecki@goslingczubak.com>
Sent: Wednesday, October 18, 2017 9:05 AM
To: Shawn Winter
Subject: RE: Agenda

Thanks Shawn, We do not plan on attending the meeting next week. I am thinking maybe the following meeting scheduled would be a good opportunity to update everyone with more information than we have at this time about the park project.

Let me know though if anything comes up, or if there was any public feedback from the playground/furnishing design boards that I believe were pinned up in the Township office.

The Acme Bayside GTRLC gathering that we had at the Bayview Inn a little while ago went really well, lots of good questions and interest in the plans and design boards that we brought along. It was a pretty neat event!

Thanks again Shawn.

--

Kevin S. Krogulecki | Landscape Architect
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From: Shawn Winter [mailto:swinter@acmetownship.org]
Sent: Wednesday, October 18, 2017 8:54 AM
To: Kevin Krogulecki <kskrogulecki@goslingczubak.com>
Subject: RE: Agenda

Thanks for the update Kevin! Will either of you be attending Friday's meeting?

Thanks,

Shawn Winter

Planning & Zoning Administrator

Acme Township

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Phone: 231.938.1350 Fax: 231.938.1510

swinter@acmetownship.org

From: Kevin Krogulecki [<mailto:kskrogulecki@goslingczubak.com>]
Sent: Wednesday, October 18, 2017 8:18 AM
To: Klaus Heinert <kdheinert@goslingczubak.com>; Shawn Winter <swinter@acmetownship.org>
Subject: RE: Agenda

Good Morning Shawn,

We do not have anything new to add to this week's agenda. Our last meeting we presented playground and site furnishing items, we are working to get more concrete installed pricing for these items. We are also looking into lighting fixtures, and remaining site elements to include for the project. These will be passed on once we get some fixtures we like.

Thank you for the heads up, please let us know if you have any other questions!

--

Kevin S. Krogulecki | Landscape Architect
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From: Klaus Heinert
Sent: Wednesday, October 18, 2017 8:14 AM
To: Kevin Krogulecki <kskrogulecki@goslingczubak.com>
Subject: FW: Agenda

From: Shawn Winter [<mailto:swinter@acmetownship.org>]
Sent: Tuesday, October 17, 2017 2:26 PM
To: Klaus Heinert <kdheinert@goslingczubak.com>
Subject: Agenda

Klaus,

Do you have anything specific you want added to this week's agenda? Amy and I are meeting in the morning to draft Friday's agenda.

Thanks,

Shawn Winter
Planning & Zoning Administrator
Acme Township
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Shawn Winter

From: Chris Kushman <ckushman@traversetrails.org>
Sent: Tuesday, October 17, 2017 2:57 PM
To: Shawn Winter
Subject: Re: Agenda

Hi Shawn,

I will not be attending this Friday's Parks & Trails Committee meeting as I'll be off from work that day.

However, please share that I've been working with Wells Fargo to identify their process to approve a trail easement on Holiday Inn Express' property. They recently indicated that they'll need an easement to review and legal retainer fee in order to move forward, I've asked Klaus for a cost and an expected completion date to develop an easement. I'm hoping Gosling can move quickly and we can circle back to Wells Fargo with a proposed easement soon. TART will provide the \$2k legal retainer fee.

Also, we got confirmation that Creeks Crossing at the Shores Property is a private road. This is currently a big stuck, and we'll need help finding a solution to connect North Bayside Park and Deepwater Trail Area with trail.

I believe that's it from us. Have a great meeting!

Best,

On Tue, Oct 17, 2017 at 2:25 PM, Shawn Winter <swinter@acmetownship.org> wrote:

Hello Chris!

Amy and I are meeting in the morning to draft Friday's agenda, just wanted to know if you have anything you want added.

Thanks!

Shawn Winter

Planning & Zoning Administrator

Acme Township

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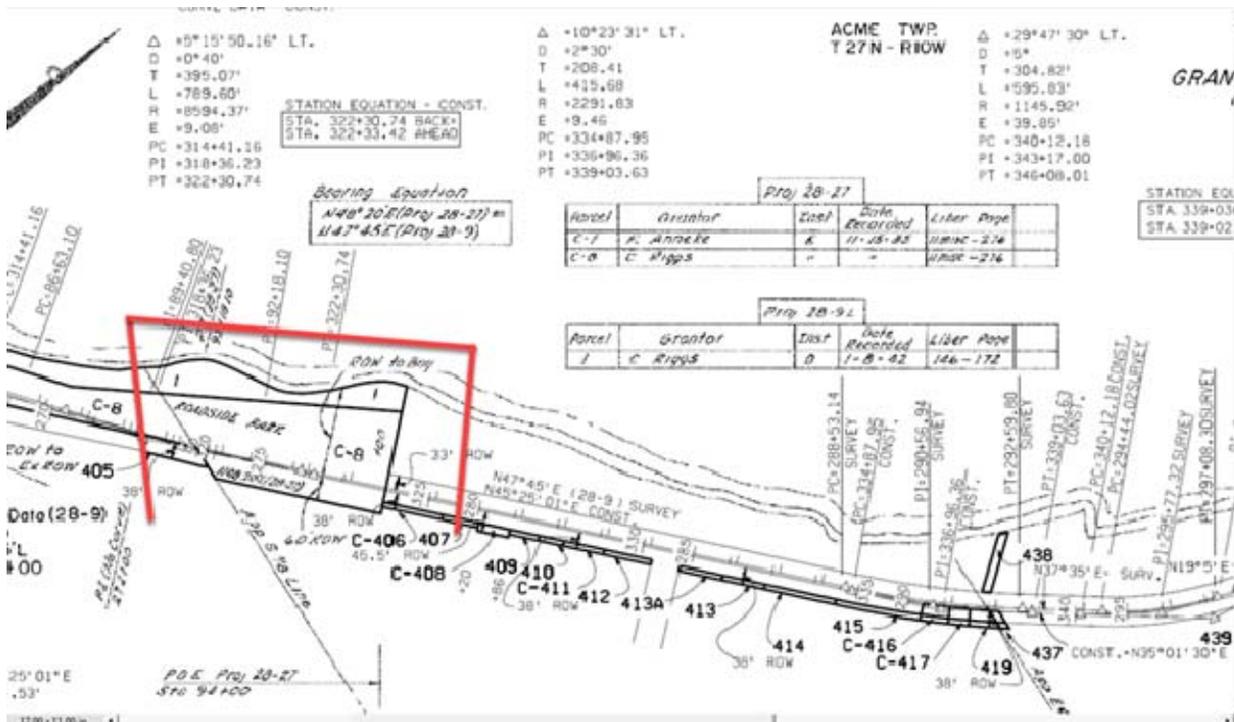
Shawn Winter

From: Jay Zollinger
Sent: Tuesday, October 17, 2017 10:50 AM
To: Shawn Winter
Cc: assessoramy@gmail.com
Subject: FW: Roadside Park
Attachments: Transfer of Acme park - Memo.docx

Something for your Friday Parks & Trails meeting?

Jay

From: Liptak, Rick (MDOT) [mailto:LiptakR@michigan.gov]
Sent: Tuesday, September 26, 2017 10:53 AM
To: Jay Zollinger <JZollinger@acmetownship.org>
Cc: Wahl, Bill (MDOT) <wahlb@michigan.gov>; Widrig, Margaret (MDOT) <WidrigM@michigan.gov>
Subject: Roadside Park



I am sorry it took so long for me to get back to this issue. Attached is the memo you sent to me about the Roadside Park on US-31 in Acme Township. Because the park sits mostly on Easement ROW, MDOT is not able to sell the park to Acme Township. There is a possibility of working out some type of Operational Agreement.

Here is a quick screen shot of the MDOT ROW book in the area of the Roadside Park. Parcel C-8 is shown in the table to have been acquired from C Riggs in 1935 as easement. Then Parcel 1 was from him, but as Deeded in 1942.

I am not sure what we would be in for getting an agreement in place for the township to operate the park and use it to encourage other use. Let me know if the township would like to pursue the Operational Agreement approach.