

**ACME TOWNSHIP PARKS & TRAILS MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
January 20<sup>th</sup>, 2017 8:30 a.m.**

**Approved 02/17/2017**

**ROLL CALL:**

<b>Committee:</b>	<b>X</b>	Feringa	<b>X</b>	Heflin	<b>X</b>	Jenema		
		LaPointe	<b>X</b>	Timmins	<b>X</b>	Wentzloff		
<b>Advisory:</b>	<b>X</b>	Heinert	<b>X</b>	Kushman	<b>X</b>	Heffner		
<b>Staff:</b>	<b>X</b>	Winter						

Called to order at 8:35am

- A. PUBLIC COMMENT: Jay Zollinger, Acme Supervisor,** let the committee know he was talking to Klaus, concerning the grant, to work out details. Also mentioned to the committee that the park and trail maintenance committee was working on a plan for spring maintenance of the parks, and that there had been no issues with park maintenance this winter.  
Discussed Gordie LaPointe no longer being a park and trail committee member.  
The Park and Trails committee is actively looking for a new member. Any interested parties should request an application from the township office.  
**Klaus introduced Kevin Krogulecki,** he is a new team member to Gosling and Czubak and will be helping on the Bayside park project.
- B. APPROVAL OF AGENDA: Motion to approve Wentzloff, 2nd. By Timmins.**  
**Motion carries.**
- C. INQUIRY AS TO CONFLICTS OF INTEREST: none**
- D. CORRESPONDENCE:**  
**none**
- E. ACTION:**
1. Approve Parks & Trails Minutes 12/16/2016 - Motion to approve minutes from 12/16/2016 Wentzloff, 2nd. Timmins.  
Motion carries.
- F. OLD BUSINESS:**
1. **Deepwater Trail Segment Update** -Kushman gave an update- The section of trail from the edge of Bayside Park through Deepwater Natural Area, the private donors check is expected to come in on or before the week of 1/23/17, TART will begin fundraising efforts to match that donation. Will try to coordinate this trail work with north Bayside to maximize the dollars.  
Heffner asked about the trail going through the condos.  
Kushman answered that TART is working with the condo owners and the resort manager.  
Feringa offered to help put Kushman in touch with the contact information he may need.
  2. **Bayside Park Trust Fund Grant** – Implementation Timeline - Discussed time line map that Klaus handed out and the timeline of how the projects would be completed. Phase 2 projects include; Parking lot expansion, redo of original parking lot, storm water retention, park promenade system( TART connector), beach playground equipment, beach wall caps, UA beach matting, UA transfer seat, small shade shelters, foot wash/shower and UA drinking fountain/jug fill.  
Discussed measures to keep the maximum amount of park land open to the public as these upgrades are taking place.

Karly asked questions about the "green space" lighting and paving around it.  
Klaus said both would be done, Discussion followed about lighting and where to put electrical.  
Jenema asked questions to clarify the bid phases and general contractors.  
Klaus talked about having two bid packages and how he, as the engineer, would work with the general contractor to keep the flow of the project in scope.

Heffner asked about working with MDOT to get Shore Rd. paved.  
Jay Zollinger discussed the lack of funding within the township and MDOT at this time, but agreed the first step is getting the township plan in place. He said the road needed a whole new base and estimated it was about a \$35,000 project.

Kris, Shawn and Julie met with MDOT to look at the best trail options.

Outline of steps to be taken to prepare for work in the park

- 1) Topographical map of the park
- 2) Start up meeting with the technical committee
- 3) Meet with MDOT (Jay has a tentative date)
- 4) Translate the plan into a bid package
- 5) Preliminary construction development
- 6) Preliminary engineering- need DNR authorization before the township can get bids.

Jenema is concerned the township completes the steps in the right order so that everything we do in the park is reimbursable  
Gosling and Czubak still need to be approved by the board before they can be considered engineers on the bayside park project.

Klaus said he is hoping the township will have a letter of authorization from the State in April or May to authorize work to begin.

Kushman asked about the timing to tweak the trail design, asked if it would be March/April.  
Klaus said it would be about that time.

### **3. Adopt-A-Bench Program Recommendations-**

Discussed how bench design would dictate other design elements.

Klaus suggested a design meeting in March. Jenema asked to see price points at the March meeting.

### **G. NEW BUSINESS:**

#### **Discussed February meeting**

Heffner asked about the agreement for trail easements through the Samarita property  
Kushman stated that Jeff Jocks was looking over the agreement.

### **H. PUBLIC COMMENT**

none

**ADJOURN: Motion to adjourn Timmins, 2nd. Feringa**  
**Motion carries**



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**6042 Acme Road, Williamsburg MI 49690**  
**January 20<sup>th</sup>, 2017 8:30 a.m.**

**ROLL CALL:**

**Committee:**

	Feringa		Heflin		Jenema		
	LaPointe		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 12/16/2016

**F. OLD BUSINESS:**

1. Deepwater Trail Segment Update
2. Bayside Park Trust Fund Grant – Implementation Timeline
3. Adopt-A-Bench Program Recommendations

**G. NEW BUSINESS:**

**H. PUBLIC COMMENT**

**ADJOURN:**

**ACME TOWNSHIP PARKS & TRAILS MEETING**  
**ACME TOWNSHIP HALL**  
**6042 Acme Road, Williamsburg MI 49690**  
**December 16th , 2016 10:00 a.m.**  
**Draft Minutes**

**ROLL CALL:**

<b>Committee:</b>	<b>A</b>	Feringa	<b>X</b>	Heffner	<b>A</b>	Heflin	<b>X</b>	Jenema
	<b>A</b>	LaPointe	<b>X</b>	Timmins	<b>X</b>	Wentzloff		
<b>Advisory:</b>	<b>X</b>	Heinert	<b>X</b>	Kushman				
<b>Staff:</b>	<b>X</b>	Winter						

**A. PUBLIC COMMENT: None**

**B. APPROVAL OF AGENDA: Wentzloff, 2nd. By Timmins.**  
**Motion carries**

**C. INQUIRY AS TO CONFLICTS OF INTEREST:**

**D. CORRESPONDENCE: Received Chocolate for the holidays from Gosling and Czubak.**

**E. ACTION:**

**1.** Approve Parks & Trails Minutes 11/18/2016 Motion to approve by Wentzloff, 2nd. By Timmins.  
 Motion carries

**F. OLD BUSINESS:**

**1.** Bayside Park Grant Update - The Township was awarded the MDNR trust-fund grant. The State usually allocates the grant money and signs the official paperwork in June. The township can not begin work until the paperwork is signed. Klaus encourages the township to be ready, as he feels the State may authorize the township to start work as early as April or May 2017.

Next steps. 1) signed agreement between the Township and the State

2) Certify plans and bid spec's

3) Submit to DNR for authorization

4) Township puts out bid requests

5) Draft notice of award

6) Back to DNR and the township board to approve contractor.

The township doesn't need DNR approval for an engineer.

Shawn asked if the DNR restricts the contractors the township can use based on DNR requirements, such as MDOT does.

Klaus said that most contractors that build trails already meet MDOT/DNR requirements.

Discussion followed about the flow of funds needed from GTRLC and how the money is allocated from the state.

Discussed possible timelines for the project to begin. Hefner asked about the ability of people to use the beaches and parks or if it would be closed.

Klaus believes that beach access will be able to be maintained in different areas as

construction happens. May lose parking while the parking lot is done, although it's possible to stage them and keep some parking.

Hefner asked about paving shore rd. Klaus confirmed the township will have to work with MDOT.

2. Bayside Park- Deep water point trail segment- Kushman updated the committee on a generous, anonymous donation will pay for the ½ the trail from Shore Rd. through deep water natural area. TART will be funding the other half of that section. Estimated cost is \$50,000. Talked to Mike Okma from the Land Conservancy. There are conservation easements for Deep Water point that allows for passive use. There are no restrictions the township does need to supply the Conservancy with a letter outlining materials used as well as size and other spec's.

TART is working with HOA to obtain trail approval through their properties..

Work is scheduled to start in the 1st. Quarter of 2017. TART is working to get all the easements.

Up date on the connector on the East side of 31, still working with the hotels to gain owner/board approval. The hotels are going through their legal process.

Chris gave an update on Elk Rapids. They have a committee put together to work on a trail from Williams Rd. to Maple Bay.

TART has gained resolutions of support from every community along the purposed Traverse City to Charlevoix trail, except Antrim. TART is going to Antrim County's board meeting at the beginning January.

Further discussed the Tap grant, and how the DNR grant changes the townships outlook on that. It will be readdressed in the future.

3. Adopt-A-Bench Program-Klaus recommended looking at higher quality benches. Discussed using recycled plastic benches and the downsides of them.

Discussed coming up with a bench price point.

Klaus will have more bench options for the committee to look at, at the January meeting.

#### **G. NEW BUSINESS:**

1. **Adopt 2017 regular meeting schedule.**

**Motion to approve 2017 regular meeting schedule, with the time change of an 8:30 am start time**

**Motion Timmins, 2nd. Wentzloff.**

#### **H. PUBLIC COMMENT none**

**ADJOURN: Closed by unanimous consent**