

**ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
February 17th, 2017 8:30 am
Minutes**

ROLL CALL:

Committee:	X	Feringa	X	Heflin	X	Heffner		
	X	Jenema	X	Timmins	X	Wentzloff		
Advisory:	-	Heinert	X	Kushman				
Staff:	X	Winter						

- A. **PUBLIC COMMENT:** Jenema discussed Robert's rules of order and why old business items would be kept on the agenda but may not be discussed at every meeting.
- B. **APPROVAL OF AGENDA:**
Motion: To approve the agenda Wentzloff, 2nd. By Heflin. Motion carries
- C. **INQUIRY AS TO CONFLICTS OF INTEREST:**
- D. **CORRESPONDENCE:**
- E. **ACTION:**
 - 1. **Approve Parks & Trails Minutes 01/20/2016**
Motion: To approve the minutes from 01/20/16 Wentzloff, 2nd. By Timmins. Motion carries
- F. **OLD BUSINESS:**
 - 1. **Deepwater Trail Segment Update** - The donation money came in and Pam (TART's development Director) are putting the remaining pieces together for the match money. The deepwater point project will roll into the north bayside park project. Feringa and Kushman have a meeting 2/ 24/17 to start looking at maps through the tribal properties.
 - 2. **Bayside Park Design Elements** - Klaus will be at the March meeting to discuss. No action today. Heffner asked about the dirt in bayside parking lot being moved. Jenema explained they were trying to have the cost of moving the dirt to the place it will be used, involves minor tree removal, covered under the grant.
 - 3. **Adopt-A-Bench Program** - on hold until March. Will discuss addition of adding swings later in the planning process after placement of objects is determined. Wentzloff brought up the question of allowing objects in parks, that received the trust fund grants to allow memorial plaques on donated objects.
 - 4. **Acme Connector Trail – 2% Grant** - The township was awarded \$15,000 from the GTB for the connector trail from Bunkerhill to M72. The amount awarded was half of the cost needed. TART is hoping to fill that gap privately, but may have to come back to the township if there is a gap in their fundraising efforts. Kushman spoke about Holiday Inn's support of the connector trail project but due to a bundling of properties on the corporation's end it makes it difficult to easily grant an easement. Trail access is the number one requests of their guests. Jenema - asked Aukerman to attend the Park and Trail meeting today because of overlap on the park and trails committee and the board, and also because she helped the committee to set up the committees focus and goals.
 - 5. **Gilroy Park/Bunker Hill Boat Launch-** -There was confusion at the board level about the committee's intent concerning Gilroy park. Jenema thought the committee had given Zollinger the go ahead to move forward with looking into Gilroy park. The board needs an actual motion

of support from the committee.

Jenema went over her memory of how the discussions went with the back and forth involving the south bayside park and the boat launch, previously recommended to be closed by the committee.

Winter gave more input.

Wentzloff asked about leaving the boat launch as is, with parking at Gilroy park and no parking at the actual launch to leave room for the trail to go through.

Jenema said yes until the trail goes in.

Aukerman explained the history of townships interest in Gilroy park.

Heffner had a meeting with Brian Terhune and walked the property from Gilroy to south bayside.

Heffner brought up the discussion that instead of purchasing Gilroy park that we keep the boat launch at bayside open and move the parking, bathrooms and kayak launch down near the marina.

Heffner said a minimal amount of money would be needed to bring the launch at Bunkerhill rd. up to better safety standards, estimated cost to be around \$2500, in his opinion. He gave a list of things he saw that needed repair; chunks broken off areas of the ramp, rebar showing through on ramp, damage to the storm drain, gravel repair and signage to help show people where to park.

Heflin gave her opinion on why the boat launch should be closed for safety issues and lack of township funds to fix it.

Discussion followed

Jenema talked about the fact that it was up to the board to decide to leave the boat launch open, the park and trail committee made a motion to close it. Original motion maker would have to reopen the motion to amend it. Lapointe made the original motion, he is no longer on the committee.

Jenema asked either for a consensus from the park and trails committee or suggested that Heffner bring his ideas back to the board.

Aukerman asked Heffner what his main objectives are? With the TART trail placement being the number one objective of the committee at that location. He agreed getting the trail was a priority, but with the transfer station believed it would be too hard for bikes.

Discussion followed about trail placement and stormwater runoff from Bunkerhill rd, Mdot has been met with to discuss the redo of Bunkerhill rd.

Discussion continued moved to list of goals put together in 2015

Briefly looked at how much the committee and township have been able to move forward in the last 2 years all agreed we are making good progress.

Motion: By Timmins 2nd. By Heflin. To recommend to the board to pursue, with MDOT, looking into the maintenance cost of Gilroy park with the intent of possible acquiring the park.

Motion carries 5 for, 1 opposed

G. NEW BUSINESS:

1. 2017 Parks & Trails Priorities Update The townships part-time park employee starts in April. The maintenance committee is recommending to the board that larger maintenance is contracted out. Budget planning for next year is starting at the township level. Discussed the repaving of Bunkerhill rd.. Feringa said the timeline is dependant on staffing. Discussed having to do a new park plan and coming up with new 5 year plan that will involve finishing the projects already started and others decided upon later by the committee.

2. PUBLIC COMMENT Still looking for a new committee member

ADJOURN:Motion by Wentzloff 2nd. By Timmins. Passed

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

Draft Minutes

ROLL CALL:

Committee:	X	Feringa	X	Heflin	X	Jenema		
		LaPointe	X	Timmins	X	Wentzloff		
Advisory:	X	Heinert	X	Kushman	X	Heffner		
Staff:	X	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

November 2015 Goals	February 2017 Status
Sample Objectives	
1. Access to Bay	
a) By June 1, 2016, a blueway route with specific Shore Access Zones is in operation in Acme Township.	Confirmed we are part of the trail network.
b) By July 1, 2016, Mobbi Mats are in safe operation at North Bayside for access by beach-goers in wheelchairs.	Part of North Bayside Park Grant awarded in Dec/2016
c) By Sept 1, 2016, an improved and ADA-compliant Boating Access Site is opened at Saylor Park.	Completed
d) By Aug 1, 2017, an ADA-compliant canoe/kayak launch is in full operation at Bunker Hill site.	Put on hold until Gilroy Park Is finalized or decided
2. Attractive Parks	
a) By Aug 1, 2016, at least 3 conspicuous park projects are installed at North Bayside Park totaling <\$400K	Phase 1 (Completed) & Awarded grant to complete (Phase 2)
b) By Sept 1, 2016, a tight work plan and schedule are in place to manage Autumn Olive at Yuba Natural Area.	Complete & Continued Maintenance Plan Meeting 2/20/17
c) By Sept 1, 2016, a \$20k reserve for waterfront parks maintenance is in place with priorities set and managed.	In Process, minimal has been done
d) By Aug 1, 2017, at least 1 conspicuous improvement is installed at South Bayside Park totaling <\$150K	Put on hold until Gilroy Park Is finalized or decided
3. Trail Connectivity	
a) By June 1, 2016, minimum 10-ft wide trail is in operation from M72 to south end of North Bayside Park.	Part of North Bayside Park Grant awarded in Dec/2016
b) By Nov 1, 2016, TART trail connects M72 to Lautner trailhead via route through GTTC (Town Center).	In Process (Received partial Engineering Grant Feb/2017)
c) By Sept 1, 2017, new TART Trail is in operation from Bunker Hill parking area north to M72.	Portion of the trail was awarded in North Bayside Park Grant awarded in Dec/2016 .
d) By Sept 1, 2017, a fully-negotiated Trail Plan is ready-to-implement from North Bayside to Acme's north border.	TC to Charlevoix Conceptual Plan Approved by Board. Currently working on trail alignment.

e) By Sept 1, 2017, minimum 6-ft wide bike lanes are installed on Bunker Hill east to Lautner.

Waiting on Road Commission and discussion to begin.