

**ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
January 19th, 2018 8:30 a.m.**

ROLL CALL:

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

- A. PUBLIC COMMENT:** Heflin introduced two of the Americorp workers,Michelle Jacokes and Julie Morvick that are helping GTRLC with trail building.
- B. APPROVAL OF AGENDA: Motion to approve the agenda Timmins, 2nd. Wentzloff. Motion carries**
- C. INQUIRY AS TO CONFLICTS OF INTEREST: none**
- D. CORRESPONDENCE: none**
- E. ACTION:**
 - 1. Approve Parks & Trails Minutes 12/15/2017 - Motion by Heflin to approve the minutes with a correction by Heffner to section 3) trail updates. Heffner 2nd. The motion Motion carries.
- F. OLD BUSINESS:**
 - 1. **Bayside Park Updates:**

Kevin talked about the tree bids going out. Hessels tree service won the bid for tree removal. Also the bid package for the rest of north bayside has gone to the state for final approval before the township can send out bids to contractors.

Jenema asked about the budget.

Kevin confirmed the tree bid was over budget by about 2x. Klaus addresssed how the scope of the project changed and is larger then first projected.

Wentzloff asked about tree selection and if any in the area were planned to be kept.

Klaus discussed how they went out and flagged big healthy trees to keep.

 - a. Update on bid package-Discuss the larger bid package the state is currently looking over. Kevin is talking with Tamera at the state to make sure all the details are complete. The DNR review could take up to 30 days. Klaus and Kevin are hoping it will be closer to 2 weeks. They are hoping to put bids out in mid February.
 - b. Jenema clarified that no further action was needed from the park and trails committee or from the board.
 - c. Klaus said no further actions are needed as soon as the township hears back from the state they can take the project to bid
 - d. Added landscaping between the road and the trail within the park as discussed at a previous meeting.
 - e. Review updated recommendation for light pole and bollard options-Bollard lights will be within the walking circle. The bollards will be silver and match other elements in the park. The old design had different LED spectrums and they couldn't get the lighting to match, this lead to some design changes. Discussed the design change that the lighting company suggested. base package will include the lights within the park. Will be getting a quote to find out what it will cost to light the back of the parking lot. Kevin will be talking to the Consumers electric company about hanging a light on an existing pole, to

save on the cost of a light pole, near the entrance of the park.

Discussed how the electrical part of the project was broken into 2 separate sources of power for the north and south end of N. bayside. This design for the electric was the most economical choice.

Kevin discussed ending the TART trail within the park at the parking lot on the south end, until further conversations and decisions can be made with the Bay Villa condos on the south end.

Discussed the playground. Base bid package will include the larger play structure and a swing set, as shown in the original plans. There will be room left for the other playground elements to be incorporated in a later phase.

Spoke with MDot about staging for the project. One lane will be closed down for about 4 days, a plan has been turned into MDot, they like the plan.

Heflin asked about a completion date for Bayside park

Klaus said the goal is to have the work done before 4th. Of July weekend.

Discussed the meeting with Road commission concerning Shore beach lane. Next step is figuring out right of way, ownership and easements. Working with the road commission to get the findings. Gosling and Czubak is proposing at least getting a new cross section where the new opening to the park will be, as the first step to a future possible road rebuild.

- f. Review site furniture and site amenities -Klaus talked about the furniture and signs currently within the park and having to move things and get them out of the way.

Klaus recommended that the committee talk about what to do as an interim plan as to where to place picnic tables, controlling the flow of use within the park, so that park users aren't moving them all over the park as they currently do. Talked about other places to put the benches.

Klaus also touched on all the watershed signs, need a plan as to where they can be placed within the new park plan. Recommends talking to Sarah at the watershed center about placement recommendations.

Klaus also talked about the old bayside park sign, if the township doesn't want the sign it will be disposed of when it's taken down for construction.

Kevin, has secured the MDEQ, and army corp joint permit for work along the shoreline, met with them on site, finalized the permit the week of 1-15-18. Also have SESC permits in hand.

Adopt-A-Bench Program- Winter update, has 1 check in hand, 2 more on the way, and 2 that have confirmed they are still interested. So 6 out of the 10 benches are spoken for.

2. Trail Updates

- a. Acme Connector Trail- Kushman, - worked with Holiday Inn express, their board wants to know what assurances can the hotel have as far as solving any problems on the trail. Kushman expressed that TART has history on the trail and lack of problems to date, but if there are problems they can reach out to TART, Acme township, and the local sheriff's office. Waiting to hear back with the Holiday Inn's response. Once the Holiday Inn's board signs off it goes to Wells Fargo.

Winter discussed the \$15,000 grant for engineering

- b. Letters of commitment, easements -letters of commitment were sent to Samaritas and the church. The church has already voiced support for the project and John DeMarsh is working with Samaritas board to get signatures of support.

Talked about Dan Kelly's property and the trail being a condition of the PUD, Winter doesn't feel that the township needs to spend time getting a letter of commitment from Dan for that reason.

Discussed the cost of the survey, based on linear feet..

Discussed how getting the survey (app.\$1600) and construction engineering from Bunker Hill along the railroad tracks to Mt. Hope, the cost would be \$13,161, both projects would fit within the cost of the grant. After the survey and construction engineering plans are

complete the township can begin looking for grant money for trail construction.

Motion by Wentzloff, support by Heflin to complete the survey work for Bunker hill to GTTC and the construction engineering from Bunker hill to Mt. Hope to utilize the remaining balance of the 2% grant.

Motion carries.

Kushman update, Julie made contact with the resort to see what the next steps are in trail realignment not utilizing the shores property.

- c. TVC2CHX Trail Kushman has reached out to Hick's brothers realty, they own 2 parcels on Deep Water Pt. rd that would connect to the Wentzloff parcel.
TART has a draft RFP for preliminary design for the Elk Rapids section of the trail.
Wentzloff and Clark will be meeting with the Bay Villa association at their next meeting in May, will report back to the committee in June.
Planning next steps -

- 3. **Park System Signage-** Feringa will be meeting with Valley City signs before the end of January. Leaving on the agenda for February

4. **Park Rules**

- a. Update & Feedback- Smith and Heflin came up with an outline based on what the township has and what other townships have.
Discussion followed about some parks having more rules than others. Rules on hunting within Yuba Nature area were discussed, Jenema is looking into the fire arms issue.
Winter will talk to Jeff Jocks about clarifying language for parking.
Heffner asked about bayside park being closed while construction is underway.
Jenema said that is the intent so that construction flow will go smoothly, signs and letters will go out letting residents know.

G. **NEW BUSINESS:**

- 1. None

- H. **PUBLIC COMMENT Michelle Jacokes- gave an update on the Autumn Olive in Yuba, they are working on removing Autumn Olive on the hill side by hand. They also were out last week mapping possible trail routes.**

ADJOURN: Motion by Wentzloff 2nd. By Timmins

Motion carries



ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
January 19th, 2018 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 12/15/2017

F. OLD BUSINESS:

1. Bayside Park Updates
 - a. Update on bid package
 - b. Review updated recommendation for light pole and bollard options
 - c. Review site furniture and site amenities
 - i. Adopt-A-Bench Program
2. Trail Updates
 - a. Acme Connector Trail
 - i. Letters of commitment, easements
 - ii. Planning next steps
 - b. TVC2CHX Trail
3. Park System Signage
4. Park Rules
 - a. Update & Feedback

G. NEW BUSINESS:

1. None

H. PUBLIC COMMENT

ADJOURN:

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

ROLL CALL:

Committee:	Late	Feringa	X	Heflin	X	Heffner	X	Jenema
	X	Smith	Late	Timmins	X	Wentzloff		
Advisory:	X	Heinert	X	Kushman				
Staff:	X	Winter	X	Bournay				

A. PUBLIC COMMENT:

B. APPROVAL OF AGENDA: Motion to approve the agenda Wentzloff, 2nd. By Heflin. Motion carries. Timmins and Feringa absent.

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. CORRESPONDENCE:

E. ACTION:

1. Approve Parks & Trails Minutes 11/17/2017 motion by Wentzloff, 2nd. Smith Motion carries

F. OLD BUSINESS:

1. **Bayside Park Updates-** Klaus- taking bids on tree removal and prep, perfect timing for tree cutting. Winter asked about bat timing concerns. Klaus responded that is not an issue for our timing. May have to wait until the snow is gone to get the stumps and roots out of the area. The bids that went out, encompasses both the tree removal and stump and root removal. Klaus went over bike rack design, set up in banks, went from the \$125 price point to \$250. Klaus said these will be directly buried, they tend to last longer than when they are bolted in. Klaus will be back to talk about pre orders, as they can take 2-3 months to get in. Will be back in January to get the order going. Klaus asked about the donor program to know what will be needed to order. Klaus talked about the quotes he brought being the high end product. Jenema asked about maintenance and need to bring in for winter. Klaus talked about the durability of the examples he brought, not needing much maintenance, maybe need powder coating in 15-20 yrs or so. Discussed the bottle fill/ shower area. And replacing the current drinking fountain with a bottle fill/drinking fountain station in the future. Smith asked about drainage problems with the shower, because of all the sand. Klaus discussed design of the shower, and putting a trap in to help control the sand. Shower is by the bath house, discussed a second possible shower in the future. Wentzloff asked about the playground floor. Klaus said the playground floor will be an engineered wood fiber, that is intermeshing and barrier free. Klaus will bring in samples, it is light wood in color. Canopies will be a light tan for the sun shade, with splashes of green for accent. Jenema asked about color clarification. Klaus said that will be worked on when they do the specs. Winter asked about the second bench donor that use to own the knoll wood property, as we don't have benches at that end. They are requesting that if we do in the future they can move their plaque to one of the benches at that end. No one objected, discussion followed about how the plaques come off.

Klaus talked about putting the drive in down at the south end, into the MDot permit so there are no hang ups in the future. Discussion followed.

Discussion followed about putting the gate in, as the park is now open 24/7.

There is only limited plowing in the park in the winter.

Jenema refreshed the committees memory about putting in posts incase we want a gate in the future.

Heffner, talked about needing to add a sidewalk. Klaus agreed as it adds to the connectivity to the road. He said that is able to be done in the future. Discussion followed will have to reach out to work with Schmuckal oil.

2. Went over lighting plan updates

a. Status update on application filed with the state

b. Bollard/pedestrian-scale lighting- yellow fixtures on the map are all bollards now, ones in orange are high mast posts, which are designed for cross walk and parking lot areas. Using the township ordinance and standards to set the lights and lighting strength. Also highlighted the light by the restroom that will be replaced in the future. Also have to illuminate the flagpole. Also has eventual uplighting for a future pavillion. They will be LED, low voltage lights.

Klaus went over the bollard light design, keeping them simple to minimize bug and other debris getting stuck in the intricate designs.

c. Trail connectors through park- discussed where to end the trail at the south end of North bay side park.

3. Trail Updates- Klaus talked about the trail design at the south end of Bay side park, next to the wall that leads to the condos. Right now there isn't an easement in the works with the condos, Tart had spoken with them, the response was to keep the condos informed with what is happening. Klaus said in the bid the trail will stop just before the wall that is currently there, until something changes in the plan. Discussed the cost, as a pole would have to be moved.

Deepwater Pt. - The Shores property did not grant permission for an easement allowing for the connection from North Bayside park to Deepwater Pt. The committee discussed various options. Kushman will be discussing with the tribe about crossing the real estate property, and contacting the owner of Osorio's about crossing that property. Discussion followed on getting the trail back behind the properties on Dock Rd. TART will be looking to connect with the appropriate land owners. The Greek Orthodox church has already voiced support for the trail. The next step would be to get a conceptual plan done.

The Acme connector trail that is to go through the Holiday Inn, has had the language for the easement approved. After the Holiday Inn Board approves it, the paperwork will go to Wellsfargo for their approval. A survey is needed to execute the easement agreement.

Still need to get a letter a letter from Samaritas. Jeff and Shawn are continuing to work on the language for the commitment letter needed from Samaritas.

Discussed getting a letter of commitment from Dan Kelley, as his project is still to fluid to set a planned trail. Feringa added that the resort is also still fluid as to where the trail will connect to Dan Kelley's property.

Gosling and Czubak charge \$600 per parcel for a survey. Jenema will start talking to the Board about the cost of the survey.

Kushman talked about the Elk Rapids to Maple bay connector. Elk Rapids citizens raised the \$5000 needed and they are now requesting bids for the preliminary design.

Ebikes- A new law has passed to allow them on non-motorized trails. Level 3 E-bikes will be allowed. The township will be passing an ordinance. Level 1&2 are allowed by law. Level 3 can be opted in, a level 3 E bike is a pedal assist with speeds reaching 28mph.

Winter trail plowing went out to bid, it is the same contractor as before. The township still has concerns about the section between 3&4 mile. Still looking to find out if plowing can happen on the flattened part once the ground is frozen.

Kushman said the trench work is not yet done in that area, due to weather work is delayed.

Kushman has also asked Zollinger to look into plowing the sidewalks.

4. **Park System Signage-** Kushman, discussed placement of signs, placement of them within the walking circle and 2 sided.
Klaus mentioned talking to TART to match the poles used on the signs to the other materials in the park.
Feringas meeting with Valley City signs has been pushed back until after Christmas.

5. **Park Rules - On hold**

- a. Committee formation to draft ordinance. - Heflin and Smith have agreed to be on a subcommittee to work on this.

Jacob Bournary from the conservancy gave an update about trail building at the Wintergreen campground the conservancy acquired. The conservancy would like to use this area as a trail building opportunity. Jenema will help find information about who to contact at Elk Rapids.

Talked about monthly trail building like they did in Arcadia.

Feringa gave a guideline from MDot for trails, roads and sidewalks.

Wentzloff asked the committee to look at placement for a dog park in the future.

G. **NEW BUSINESS:**

1. **Adopt 2018 Regular Meeting Schedule Motion to adopt the 2018 meeting schedule.**
Wentzloff, 2nd. By Timmins. Motion carries.

H. **PUBLIC COMMENT none**

ADJOURN: Motion to adjourn Timmins, 2nd Wentzloff
Motion carries

Acme Township Parks Ordinance Outline

Section 1. Definitions (language to be added after committee discussion)

Current Ordinance Definitions

1. Facility
2. Park
3. Paths
4. Recreation
5. Woodland Acres

Possible Additions to Definitions (taken from provided ordinance examples)

1. Litter
2. Pets
3. Fireworks
4. Fires / Open Fires
5. Camping
6. Definitions of Parks with Specific Rules

Section 2. General use / Regulations

Current Ordinance General Use Regulations. (Each contains language describing use and regulations and can be added after committee discussion regarding additions and omissions.)

1. Hours
2. Trespass
3. Litter
4. Vandalism
5. Plants
6. Animals
7. Fires
8. Camping
9. Fireworks
10. Swimming
11. Storage
12. Glass
13. Boats
14. Alcohol
15. Noise and Conduct
16. Dogs
17. Motor Vehicles

Section 2b. Park Specific Regulations

Acme Bayside Park

Per MDNR Trust Fund requirements:

1. Erect a DNR-approved plaque at the project site acknowledging the grant assistance from the MNRTF
2. Keep the park area/facilities open/accessible for public use at all appropriate times.

Yuba Creek Natural Area

From Yuba Management Plan:

Rules for Public Use:

Rules for the use of this township property should be consistent with the Acme Township Park's Rule and Regulations Ordinance.

1. Leashed dogs under control of their owner, shall be permitted along the walking trails.
2. Unleashed dogs and those in areas other than the walking trail shall be prohibited.
3. Hunting shall be allowed on the property, provided it is in keeping with Section 8, Firearms and Other Weapons

Hunting Regulations:

Hunting regulations at the Yuba Creek Natural Area will be the same as regulations set by the Michigan DNR for hunting on State Land, with the following exceptions, that shall be posted at the parking areas. All hunting shall be by bow only. Firearms are prohibited at all Acme Township parks.

4. Baiting is prohibited.
5. Cutting or removal of live vegetation is prohibited.

Deepwater Point Natural Area

From Deepwater Point Conservation Easement:

1. A sign may be displayed to state:

Wooden entrance signs to be located at the Trailhead

Other signs related to public environmental education and restricted uses.

Prohibited Actions:

See Conservation Easement exhibit Division

1. Commercial Activities
2. Construction
3. Cutting Vegetation
4. Land Surface Alteration
5. Dumping
6. Water Courses
7. Billboards

Sayler Park

(Need a copy of Coastal Zone grant agreement to understand if there are required rules/regulations)

Section 3. Prohibited Activities

Current Ordinance has no section on Prohibited activities

These are some possible additions under a Prohibited Activities section. (these were taken from provided Ordinance examples)

1. Activities that endanger the safety or life of participants or spectators.
2. Activities or operation of equipment that disturb the quiet, comfort, or repose of a reasonable person of normal sensitivities.
3. Conduct in a manner as to create a private or public nuisance.
4. Creation of a disturbance by obscene or disorderly conduct.

Section 4. Enforcement / Penalties

(language taken from current township parks ordinance sections 4 and 5.)

Any person who violates any provision of this ordinance shall be responsible for a municipal civil infraction and shall be subject to a fine of not more than \$100. Each day this ordinance is violated shall be considered a separate violation. Any action taken under this section shall not prevent civil proceedings for abatement or termination of the prohibited activity.

The Township Zoning Administrator, Township Supervisor, authorized Township Parks Employees, Township Manager, and the County Sheriff and his / her deputies are designated as the authorized local officials able to initiate municipal civil infractions directing alleged violators of this ordinance to appear in court.

Section 5. Maps

(Maps have yet to be added)