

**Whitewater Township Parks and Recreation Advisory Committee
Minutes of Meeting held December 10, 2012**

Call to Order

Chairman Mouser called the meeting to order at 7:08 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

Roll Call of Advisory Committee Members

Committee Members Present: Hubbell, Leach, Melton, Mouser

Committee Members Absent: Knapp

Others Present: Township Clerk/Acting Recording Secretary Cheryl Walton, Township Supervisor/Zoning Administrator Ron Popp

Set/Adjust Meeting Agenda

No adjustments were made in the agenda.

Declaration of Conflict of Interest

None

Public Comment

None

Approval of Minutes (9/10/2012)

Motion by Hubbell, seconded by Leach, to approve the minutes of the 9/10/2012 Parks and Recreation Advisory Committee meeting. Motion approved.

Correspondence

None

Reports/Presentations/Announcements/Comments

Melton commented that “finally we’re back.”

Unfinished Business

Finalize Revisions for Long-Term Improvements Budget for the Recreation Plan

Lengthy discussion concerning revisions to the capital improvements list. Mouser indicated this is basically a wish list. Mouser will incorporate the committee’s revisions into an updated list for review at the next meeting.

Mouser commented that he went through the Recreation Plan page by page, making revisions, and then typed a new version.

Discuss and Make Recommendation on Lossie Road Trail Survey and Trail Marking

A purchase order was previously issued to Eagle Land Surveying. Mouser read aloud a letter from Eagle Land Surveying. It indicates the invoice will be larger than other line marking jobs. The company has \$2,100 into the project and an additional \$5,400 is needed. Mouser read from the 11/13/2012 Township Board minutes referencing the survey costs. Consensus of the

Township Board was that the matter should be referred back to the Parks and Recreation Advisory Committee. It will be costly to get the trail surveyed. Lengthy discussion ensued in reference to a floating bridge, an "Authorized Vehicles Only" sign, the county's right to give road right-of-way to the township, the complexity of the deed. Popp suggested that only the section of trail with the trespass problem be surveyed. **Motion by Leach, seconded by Hubbell, to invite the surveyor to get an indication of what they have done and how much it would be to survey the contested area. Motion approved.** Mouser will call Scott McLain (sp?) and invite him to the 01/14/2013 meeting.

Discuss and Make Recommendations and Plans for Petobego Parking Area Fence and Gate
Mouser will get pricing. Hubbell offered to build the gate if the township would pay for the materials (steel, 2" pipe, a couple posts). Leach suggested talking to Apple Fence. Mouser will get costs for fence and a manufactured gate for the 01/14/2013 meeting, which can be compared with Hubbell's cost.

Review and Discuss Status of Whitewater Park Manager Position for 2013

Mouser relays that Carol Hockin has indicated she will not have time to serve as the 2013 Whitewater Park Manager. Recreation Plan must be altered in this regard. This position is separate from the Township Clerk's regular duties. Mouser indicated there is a sense of urgency as reservations are taken starting April 1. Discussed followed regarding the committee making a recommendation to the board that the committee evaluate salary, new job description, and budget. **Motion by Mouser, seconded by Leach, that the committee request copies of the last 2 years' park budgets and that formulating a budget and a job description for the new park manager be an agenda item for the 01/14/2013 meeting. Motion approved.**

Review and Discuss Recommendations for Whitewater Park Improvements for 2013

The prior agenda item and this agenda item are related. No separate discussion.

New Business

None

Public Comment

None

Adjournment

Motion by Melton, seconded by Leach, to adjourn the meeting. Motion approved. The meeting was adjourned at 9:07 p.m.

Special Note: Per Carol Hockin's previous instruction, a banker's box of park and recreation materials (notebooks, documents, etc.) were given to Chairman Mouser at the end of the meeting by Township Clerk/Acting Recording Secretary Cheryl Walton.

Respectfully submitted,
Cheryl Walton
Acting Recording Secretary