

**Whitewater Township
Parks and Recreation Advisory Committee
Minutes for Regular Meeting
January 9, 2023**

Call to order 7:00 p.m.

Roll Call: Butler, Cosgrove, Melton, Voice, Hubbell arrived late

Set / Approve Agenda: Move New Business c, d & e (3, 4 & 5) before Unfinished Business

Declaration of Conflict of Interest: None

Public Comment: None

Approval of minutes:

MOTION by Cosgrove, second by Voice to approve December 13, 2022, meeting minutes as amended.

Roll call vote: Butler-yes; Voice-yes; Cosgrove-yes; Melton-yes; Hubbell-n/a. Motion carried.

Hubbell arrived.

Reports/Presentations/Announcements/Comments/Correspondence:

SPARKS Grant Submission.

Glenn noted that the Boat Launch Project package is out to bid. Bids will be opened on the 31st of January, F&V will put together a summary, the board will look at the bids on February 9 and if needed February 16. There has been discussion of an oversight project manager.

Unfinished Business:

1. BCNA tree removal – Do we want to make recommendation to the board or put it on hold? Largent feels the initial cleanup contract is an open contract since the contract was an “up to” amount. The “up to” amount has not been reached. He is willing to do the rest of the work as part of the “open contract”.

Largent would only need to know the center line and would be able to get a cost estimate to do the work. Glenn would like a scope of work, cost, project manager, quote, with a begin and end date and he can take it to the board. Glenn feels that this work is in the hands of the PRAC and he will take that information back to the board. Melton will contact Largent. Glenn recommends a memo with a hard bid to be presented to him to be presented to the board for approval. Consensus is to get the information, get a cost estimate and present.

2. Lossie Trail wetland improvements, EGLE preconstruction permit walk will cost \$150. Kevin Krogulecki of Gosling Zubek would walk through with EGLE to get the details to do a conceptual drawing. Kevin recommends trying to get the walk through in the spring.

3. Hi Pray Park playground inspection will happen in the spring. Glenn and the committee believe the park can be opened (signs and tape removed) at this time.

4. Lossie /BCNA trail signage – on hold, pending the final tree removal.

5. Revised Draft bylaws to revise meeting dates are in the board packet for the January 10 meeting.

6. GT County ARPA grant status \$95,000 + was awarded for the Lossie Trail. Out of 110 grant requests we were one of only 27 that got chosen. Commissioner Nelson indicated that the township should be hearing more about it. Glenn recommends creating a plan as previously discussed such as scope of work, cost estimates, project manager, quote, with a begin and end date with a breakdown of the beginning, middle and end, needing seed money, etc. Create a memo with supporting documentation. Conceptual drawings from Kevin would need some money.

7. SPARKS grants BCNA trail upgrades. The board did authorize to submit for two projects. A grant request was submitted for BCNA. The second one was not put in for the walking trail at Hi Pray Park. Elmer's came through at \$750,000 for a 10' wide trail, not including the parking lot. The third project was not authorized by the board and would require more detail to be presented to the board for authorization to submit a request.

8. Budget Items

Capital projects:

\$81k in local ARPA approved for BCNA/Lossie Trail improvements

\$95,917 GT County ARPA grant awarded for LRNT wetland mitigation and trail improvements

\$?? For slide and toddler climber activity set for Park playground (Hubbell)

\$1000 each for BCNA and LRNT signage

Funding was requested previously for clearing trail to width of 8th feet for LRNT and BCNA

Maintenance items: (PRAC recommendations – this is not a full list of all maintenance for Parks and Rec)

Weed removal Hi Pray playground, front flower bed, batting cage, fence line and baseball diamonds, diamond dust, mowing, irrigation, etc.

BCNA/LRNT/Petobego maintenance mowing 3-4 times per year.

2021 had \$23,840 maintenance for recreation maintenance. Maybe we need \$36,000 to \$40,000 for 2023/2024.

Discussion ensued regarding budgeting, park manager, project management, handyman work, etc.

New Business:

1. Special meeting request by Supervisor Popp for a board special meeting regarding park rates has been called.

2. Discussion of next step for ARPA funded projects. First step for LRNT is to get connected with EGLE. More requirement information will be coming from GT County.

Lagerquest will be contacted about moving forward with the loop. The Land Conservancy may have engineers.

3. Election of officers (handled before Unfinished Business)

Melton nominates Butler as Secretary. Butler accepts.

MOTION by Melton, second by Cosgrove for Butler to serve as secretary.

Roll call: Voice-yes; Cosgrove-yes; Melton-yes; Hubbell-yes; Butler-yes. Motion carried.

Butler nominates Hubbell as Vice Chair. Hubbell accepts.

MOTION by Butler, second by Voice for Hubbell to serve as Vice Chair.

Roll call: Cosgrove-yes; Melton-yes; Hubbell-yes; Butler-yes; Voice-yes. Motion carried.

Cosgrove nominates Melton as Chair. Melton accepts.

MOTION by Cosgrove, second by Butler for Melton to serve as Chair.

Roll call: Melton-yes; Hubbell-yes; Butler-yes; Voice-yes; Cosgrove-yes. Motion carried.

4. Resolution PRAC 23-01, 2023/2024 Meeting dates (handled before Unfinished Business)

MOTION by Melton, second by Hubbell to adopt Resolution PRAC 23-01, pending board approval of the date change to the third Tuesday of each month.

Roll call: Hubbell-yes; Butler-yes; Voice-yes; Cosgrove-yes; Melton-yes. Motion carried.

5. Bylaws review – postpone until February

Next regular meeting: Tuesday, February 21, 2023, 7 p.m.

Discussion on communication between the Board and PRAC through Glenn as the liaison.

Public Comment: None

Adjournment: 9:20 p.m.

Respectfully submitted,
Lois MacLean
Recording Secretary