

**Saugatuck Township Parks Commission**  
**Regular Meeting**  
**Monday September 10th, 2019 6:00 p.m.**

**AGENDA**

1. **Call to Order.**
2. **Roll Call.**
3. **Public Comments.** The Commission requests that speakers respect the three-minute time limit for individual comments and the five-minute time limit for an individual speaking on behalf of a group. This is not a question and answer session, it is an opportunity to voice your thoughts with the Township Parks Commission. Public comments using video equipment should be approved by the Clerk at least two days prior to the meeting.
4. **Approval of Agenda. (additions, deletions, removal of items)**
5. **Approval of Minutes and review monthly financial report**
  - A. Approval of Minutes - August 12<sup>th</sup> meeting
  - B. Review financials.
6. **Park Reports:** River Bluff - Erica  
Dog park - Dana  
Sundown Park - Jim  
Veterans Park - Laurie  
Bike trail - Andy
7. **Old Business:**
  - A. River Bluff bridge, seeding, swings, wood chips, trash, dock - Dana, Jim, Griffen
  - B. Dog park fence repair - update - Laurie
  - C. Sidewalk Old Allegan Rd to Maple St and Huntree. Jim and Dana update.
  - D. Estimates for RB shelter repair - Jim
  - E. Bike trail bridge and pavement repair, warning lights status. Griffen and Dana
  - F. Parks Budgeting, continue to discuss ideas with Griffen.
8. **New Business:**
  - A. September Board meeting update. Griffen
  - B. Reschedule October meeting? Jim out of town on the 8th.
9. **Public Comments.** Previous guidelines apply.
10. **Adjourn. - Next Scheduled Meeting: October ? 6pm.**

**Saugatuck Township Parks Commission**  
**Regular Meeting**  
**Monday August 12, 2019 6:00 p.m.**  
**DRAFT MINUTES**

1. **Call to Order.** Meeting called to order at 6:00pm by Jim Searing. Guest in attendance: Griffin Graham Township Manager
2. **Roll Call. – Present:** Dana Burd, Jim Searing, Laurie Goshorn, Andy Diaz (6:15pm)
3. **Public Comments.** No public comments.
4. **Approval of Agenda.** Dana moved to approve agenda with Park Reports moved to follow New Business. Jim 2<sup>nd</sup>, approved by all as written.
5. **Approval of Minutes and review monthly financial report**
  - A. Approval of Minutes July 8- Dana moved to approve. Jim 2<sup>nd</sup>, approved by all.
  - B. Review financials. Discussion Jim is reviewing set up with Griffin. Wood chips were placed at Dog Park on trails. –Dana moved to approve financials, Jim 2<sup>nd</sup>, approved by all.
6. **Old Business:**
  - A. River Bluff bridge replacement – Work is underway. Jim and Dana dropped dead ash trees. Contractor agreed to stack near trail. We will probably need to clean up a little more when done with culvert. Dana marked area for 20 cyds of fill near trail head lawn area. Contractor extra \$19.75/yd. Parks volunteers to rake, seed and straw cover. Township to reimburse seed purchase. Dana to coordinate volunteers to complete. Dana follow up with contractor to proceed. Ask contractor to mix in sand so well drained.
  - B. BST work shop with City – Jim followed up with John Adams after meeting. Griffin and Lynee meeting with John Adams and Richard Donovan for introduction.
  - C. Sidewalk Old Allegan Rd to Maple Street – Dana met with Erlandson Concrete this evening. Awaiting pricing. Township would have to remove large maple and 2 small pine trees. Dana to follow up with staff on pricing for trees – Glen Heavener. When quote received, will go to Township Board for approval at September Meeting. Parks Commission to get pricing on replacing 3 trees (Jim). Dana memo for meeting as budgeted item. Work could begin in September. Dana get plan to Jim to meet with Church as an FYI. Jim consider getting a letter of support or someone to public comment.
    - a. Dana motion to recommend Township Board proceed with project this September if Erlandson quote and tree removal are within budget parameters. Andy 2<sup>nd</sup>.  
Approved by all.
  - D. Estimates for RB shelter repair – Jim no report. Jim to follow up.
  - E. Bike Trail Bridge repair – Jim working with Griffin to get quotes on board replacements. Dana to call Hurley and Steward on trail failure near gully. Griffin – warning lights at fire department are being trouble-shooted.
  - F. Move meeting date back to Tuesday in September? Tuesday the 10<sup>th</sup> at 6pm.
7. **New Business:**
  - A. August Board Meeting Update – Fire code adopted in full.
  - B. Method of tracking maintenance cost for Blue Star Trail apart from normal maintenance expense. Discussion on separating trail expenses from other parks. Politically charged item, we don't separate expenses for other parks and Township's non-motorized trail network is viewed as a park. Possible benefit for future planning or millage basis. Continue discussion. (Dana left meeting 6:40)
8. **Park Reports:**
  - A. River Bluff – Griffin working on getting addresses for parks to assist emergency responders. additional report
  - B. Dog park – no additional report
  - C. Sundown – no additional report

- D. Veterans – Laurie reported a limb down on the shelter. She will remove it.
- E. Non-motorized trail – Griffin recommended getting a letter of support from church for sidewalk on Old Allegan, and someone speak at September board meeting.

9. **Public Comments.** No public comments.

10. **Adjourn. 6:50pm, Next Scheduled Meeting: Tuesday Sept 10<sup>th</sup>, 6pm.**