

**Charter Township of Comstock
Parks & Recreation Commission**
Meeting Minutes of October 8, 2018
7:00 P.M.

Commissioners Present: Judy Joling, Linda Law, Sharon Spears, John Weir, Teresa Young
Staff Present: Parks Coordinator Rachel Hopkins
Citizens in attendance: 2

Call to Order by Chairperson, Linda Law

1. Review of the Minutes from September 10, 2018:

Motion by Weir/support from Spears to accept Minutes as presented.
Motion to approve Minutes: 5 Yes/ 0 No

2. Bills Payable:

Motion by Weir/support from Spears to approve Bills Payable as presented (it was noted that credit card billing information is not yet provided in the budget spreadsheet).
Motion to approve Bills Payable: 5 Yes/0 No

3. Correspondence: An email was received from BobbiJo Gomache stating appreciation for the P&Rec Walking Club Program.

4. Citizen's Comments: A citizen in attendance reported that specific information about the winter lilly pad treatment option for Cooper Park suggested at a previous meeting is still being sought and has not yet been provided to Parks Director Street.

5. Request for Agenda Adjustments: Commissioner Law noted she will include "Old Business" and "New Business" categories in the next agenda.

6. Reports:

a. Parks Director: Report provided to Commissioners in Board packets*.

Parks Coordinator Hopkins reported that vandalism occurred at Green Meadow Park (grass torn-up from vehicles), N. Wenke Park (spray painting and destruction of picnic table/benches), and McLinden Walking Trails (spray-painting). Commissioners agreed that vandalism should be reported to police in every case. Commissioner Young suggested that nearby residents/businesses be encouraged to report incidences (e.g. provide fliers w/ contact numbers to them for reporting incidences)

*(Commissioner Weir requested that more than one quote per expenditure item be included in future packets)

b. Treasurer: Report provided in packets. Commissioners Law and Weir noted that 2017 figures still need to be corrected and 2018 figures provided.

c. Commission Chair: Commissioner Law shared the following:

- Commissioner Law will continue efforts to contact Baily Park, BC parks officials regarding information about specific fencing uses at the park, per inquiry by Commissioner Weir.
- Commissioner Law reported that at the recent Comstock Township meeting it was noted that more elections help will be needed (please contact Michelle Mohny, Comstock Township Clerk, if available).

7. Business:

a. Robert Morris Park Fishing Pier

A computer screenshot was provided in Board packets showing drawn-in piers at location "A" and location "B". Location "B" corresponds to the more-west location as discussed at the P&Rec

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meeting on July 9, 2018. At the P&Rec meeting on August 13, 2018, it was decided to proceed with the drawing revision work by Prein & Newhoff showing location "B" which then the P&Rec Board would review and approve before proceeding with a new DEQ permit application. Due to some additional cost, Parks Coordinator Hopkins relayed that Parks Director Street paused the re-drawing work pending discussion of the pier final length and location approval by the Commission.

It was noted that the current DEQ permit (for location "A") is in effect until May 2019. It was also nevertheless noted that citizen support was received for location "B".

After lengthy discussion by Commissioners, Commissioner Joling moved/with support from Spears, to 1) pursue location "B" with the pier length to be a distance back from the muck line for optimum casting (at most 15' back), and 2) proceed with finishing the Prein & Newhoff drawing to then come back to the P&Rec Board for final approval.
(note numerals 1) and 2) added for clarity).
Motion approved: 5 Yes/ 0 No.

It was noted by Commissioner Law that the project may be able to proceed as a CIP (using a bid process) vs. as a grant process, if approved.

b. 2018 End of Year Purchases

- **1. Pavillion Roofs (at RMP)**
(see motion under item 5 below)

- A motion was made by Weir/support from Spears to approve the following expenditures:
 - 2. Robert Morris Park Entrance Gate** –repair not to exceed \$2200
 - 3. Bleachers – Wenke Softball Complex** –replacement not to exceed \$8000
 - 4. Robert Morris Park Beach Sand** – added sand not to exceed \$1400

Motion to approve above expenditures as presented: 5 Yes/ 0 No.

- **5. Celery Street – Playground Equipment**
Parks Coordinator Hopkins described the possibility of acquiring a 50% match grant (up to \$25000) from GameTime playground manufacturing company for a new playground structure at Celery Street Park. She will hear if granted by Oct. 31, 2018.

Motion by Weir/support from Joling to place expenditure priority on Celery Street playground equipment (item 5) over pavilion roofs at RMP (item 1) this year, not to exceed \$25000. If the match grant is not approved, then use funds for roofs now. If the match grant is approved, approve funds for RMP pavilion roof repair next year, not to exceed \$17000.

Motion to approve conditional expenditures as presented: 5 Yes/ 0 No.

8. Announcements: None

The meeting was adjourned at 8:30 P.M.

The next meeting will take place on Tues. November 13, 2018 (note offices are closed on Nov. 12, 2018).

Respectfully submitted, Teresa Young, Secretary