



**Chikaming Township Park Board Meeting, Monday, December 19, 2016**

**Chikaming Township Park Board  
Regular Meeting**

Monday, December 19, 2016, 6:30 p.m.  
Chikaming Township Hall  
13535 Red Arrow Hwy  
Harbert, MI 49115

MINUTES	INDEX to MINUTES
<p>The meeting was called to order at 6:34 p.m.</p> <p>Members present: Deborah Hall-Kayler, Joseph Reed, Janet Schrader, Kathy Sellers, Shelly Taylor, Jill Underhill and EnRico Heirman were present.</p>	<p>Call to Order</p> <p>Roll Call</p>
<p>Approval of the meeting's agenda.</p> <p><b>Moved by Underhill, seconded by Taylor, to approve the agenda for the December 19<sup>th</sup> regular meeting.</b></p> <p align="right"><b>CARRIED</b></p>	<p><b>AGENDA APPROVED</b></p>
<p>Motion to approve preceding November regular meeting minutes.</p> <p>Underhill requested that on page four, paragraph three, in the third sentence, the word "trials" be amended to "trails."</p> <p><b>Moved by Hall, seconded by Underhill, to approve the minutes of the November regular meeting with one amendment.</b></p> <p align="right"><b>CARRIED</b></p>	<p>MOTION TO APPROVE MINUTES</p> <p><b>MINUTES APPROVED</b></p>
<p>Sellers reported that \$14,635 remains in the current budget.</p>	<p><b>Treasurer's Report</b></p>
<p>Stacey LaRocco wrote to the board requesting a joint conference to discuss regional parks and recreation. She would like to inventory the public spaces and further the discussion in January.</p> <p>Schrader stated that she had a communication with the Berrien County Road Commission. She continued that she learned a permit discussed during the prior November meeting was provided for a dumpster to be placed in the road right of way, not for the gate to be opened.</p> <p>Heirman informed the board that he received a correspondence from C&amp;A Arborists with a quote to remove trees from Townline Beach. Sellers suggested that Bob's tree service also be considered when trying to find a tree service to do work at the various beach access points.</p> <p>Thomas Cray, a resident of Evanston and Buchanan, wrote in support of the proposed mountain bike trails. He furthered that they are good for</p>	<p><b>Correspondence</b></p>

health and would benefit the community.	
There were no public comments at this time.	Public Comment
<p>A public hearing was called to order at 6:55 p.m. to discuss the possibility of mountain bike trails at the Chikaming Park and Preserve on Warren Woods Road.</p> <p>Heirman stated that the Michigan Trust does not have any issue with the trails being added at the park property.</p> <p>Kirk Schrader came forth to share a map highlighting the proposed location for the six mile mountain bike trail. Schrader explained that the trail will be a single track. He reminded the board that expenses for the trail would be covered by donations. Schrader added that he spoke with the Fire Chief, Mike Davidson, who suggested adding signage to the trail to make it easier to find an exact location in case of an emergency.</p> <p>Greg Furry came forth to speak in support of the addition of mountain bike trails at the Warren Woods Rd. Park and Preserve.</p> <p>Supervisor David Bunte questioned how much of a strain the trail will put on existing park facilities. Schrader responded that the footprint would be minimal.</p> <p>Hall questioned how frequently other local trails are used. Schrader responded that the heaviest trail use occurs on weekends and evenings throughout the spring and summer. Hall then questioned how the trail will be marketed. Schrader responded that NIMBA (Northern Indiana Mountain Bike Association) wants to be involved with creating and maintaining the trail. He added that they are part of an international association that is well followed.</p> <p>JV Peacock came forth to speak in favor of the proposed mountain bike trails. He informed the board that mountain bike trails are becoming very popular. He continued that a 32 mile trail was just added in northern Michigan.</p> <p>Reed asked if the trails will require any special liability insurance. Greg Furry responded that most other trails do not add any additional insurance with the exception being during special events, such as races, which may require additional insurance.</p> <p>Heirman questioned what the anticipated opening date for the trails would be. Schrader responded that it depends on volunteer base and weather. He added that most of the work would take place in spring and autumn when the leaves are down.</p> <p>Bruce Jones came forth to speak in favor of the trails. He informed the board that he frequently uses the trails near Berrien Springs. He continued that in the 6 years those trails have been in existence there</p>	Public Hearing

<p>have only been a few minor injuries on them. He added that he has never seen litter on any of the trails.</p> <p>Tim Moore came forth to state that he is also in favor of the proposed trails. He added that he has been a mountain biker for the past 15 years.</p> <p>John Marquart came forth to speak in favor of the proposed trail.</p> <p>Bruce Jones came forth to state that he too is in favor of the proposed trails.</p> <p>Claudia Parish stated that she likes the “low Impact” nature of the trails.</p> <p>Steve Ellis came forth to state that he is an avid cyclist in support of the proposed trail.</p> <p>Heirman thanked Schrader for his presentation. He stated that he would like to have a motion for the trails ready for the next meeting. Heirman suggested that a subcommittee be formed consisting of he, Taylor, and Arthur Anderson to prepare for the January 23<sup>rd</sup> meeting.</p>	
<p>Harbert Beach – Reed had nothing new to report.          Cherry Beach – Heirman had nothing new to report.          Berrien Beach – Underhill had nothing new to report.          Miller Beach – Hall had nothing new to report.          McKinley Beach – Taylor had nothing new to report.          Townline Beach – Schrader had nothing new to report.          Pier St. Beach – Sellers had nothing new to report.          Chikaming Park and Preserve on Warren Woods Rd. – Heirman reported that the gate at the preserved was closed and will remain locked until the spring.          Harbert Rd. Park and Preserve – Hall informed the board that she went snowshoeing at the park and discovered several trees down on the path. Heirman suggested she contact TDK to have the trees removed.          Harbert Community Park – Reed, Underhill, Taylor (playground area,) and Heirman had nothing new to report.</p>	<p>Beach/ Park Reports</p>
<p>Schrader reported that the ice rink opened at 5 p.m. for the first time right before the meeting. She added that she spoke with Rich Sullivan who is willing to insulate the concession stand to keep the ice skates at an ideal temperature. She added that a press release for the opening of the rink in January is nearly finished and the entire Township Board is invited to host the event. Sellers informed the board that she has put in a donation request for \$500 at her bank for their “Go to the Community” initiative. The decision about the donation will be made on the first Tuesday of January. Schrader reported that the rink has cost under \$900 thus far.</p> <p>Heirman informed the board that Bob Ford is suggesting that work begin on the Passport Grant application in January. He is suggesting</p>	<p>Old Business</p>

<p>that the grant be for handicap accessible trails.</p> <p>The board then discussed the process for opening/ closing of the beach access gates. Heirman stated that the current process involves obtaining a permit from the township that is reviewed and signed by the supervisor. Schrader explained that the current procedure was put in place by the past supervisor giving him the ability to approve or deny the permit application. She furthered that the past township board voted to change the policy around this procedure. Schrader stated that prior to this vote the park board had been responsible for overseeing the opening of the gate. Schrader informed the board that there were several problems with the current procedure and she would like to see the permitting process given back to the park board to manage.</p> <p>Sellers questioned if the new procedure would make the board responsible for ensuring the applicant has the appropriate DEQ and high risk erosion permits. She added that she is concerned the permit would take a month to obtain since the park board meets on a monthly basis. Schrader answered that surrounding communities with gated beach access points also require that each request to open the gate be heard in a public forum thus, waiting a month would not be unusual.</p> <p>Hall suggested that in addition to Park Board review, the supervisor also still be required to sign off on the permit to ensure that all township permits have been obtained in addition to the park board permit.</p> <p><b>Moved by Schrader, seconded by Taylor, that the Park Board request that the Township Board name the Chikaming Township Park Board stewards of ordinance 126. This includes section 15 which requires the securing of a written permit for all construction machinery on the ten properties overseen by the Park Board.</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>Roll call vote as follows:</b></p> <p><b>Taylor- Aye</b></p> <p><b>Hall- Aye</b></p> <p><b>Schrader- Aye</b></p> <p><b>Underhill- Aye</b></p> <p><b>Sellers-Aye</b></p> <p><b>Heirman- Aye</b></p> <p><b>Reed- Aye</b></p>	<p>New Business</p>
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<p>Heirman then reviewed current committees.</p> <p>The Cherry Beach committee consists of Reed, Heirman and Schrader.</p> <p>The ice rink committee consists of Reed, Taylor and Schrader.</p> <p>The bike trail committee consists of Taylor, Heirman, and Arthur Anderson.</p> <p>The special events committee consists of Underhill and Hall.</p> <p>A recreational committee consisting of Hall and Schrader was formed to reach out to neighboring communities.</p> <p>The committee responsible for arranging an attorney workshop consists of Heirman and Reed.</p> <p>The committee responsible for creating community outreach fliers consists of Heirman, Taylor and Police Chief Taylor.</p> <p>Taylor volunteered to consider grant writing opportunities.</p> <p>The Harbert Community Park Committee consists of Reed, Heirman and Underhill.</p> <p>A beach safety committee was formed consisting of Sellers, Taylor and Schrader.</p> <p>Heirman encouraged the committees to begin meeting.</p> <p>Heirman then encouraged the board members to stop at the township hall to set up their official emails. Underhill questioned who will have access to the emails. Bunte answered that the office administrator Pete will set up emails but no one other than the individual will have access to the account.</p>	
<p>Bunte informed the board that they now have their own office space set up in the office but it will need to be set up. Schrader and Sellers volunteered to set the space up.</p> <p>Bunte encouraged the board to share necessary materials with members a week in advance.</p>	Public Comment
<p><b>Moved Schrader, seconded Sellers, to adjourn the meeting at 8:48 p.m.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	ADJOURNED
<p>MONDAY, January 23, 2017 at 6:30 p.m.</p>	NEXT MEETING
<p>Minutes submitted by Jessica Miller</p>	