



Chikaming Township Park Board Meeting, Monday, November 28, 2016

**Chikaming Township Park Board
Regular Meeting**

Monday, November 28, 2016, 6:30 p.m.
Chikaming Township Hall
13535 Red Arrow Hwy
Harbert, MI 49115

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<p>The meeting was called to order at 6:32 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>Clerk Paula Dudiak swore in the newly elected board members.</p> <p>The board discussed the appointment of officers for the coming one year term.</p> <p>Moved by Sellers, seconded by Underhill, to nominate Heirman as chairman of the Park Board.</p> <p align="right">CARRIED</p> <p>Moved by Underhill, seconded by Schrader, to nominate Sellers as Treasurer of the Park Board.</p> <p align="right">CARRIED</p> <p>Moved by Schrader, seconded by Underhill, to nominate Reed as secretary.</p> <p align="right">CARRIED</p> <p>Heirman praised newly elected township officials including Supervisor David Bunte, Clerk Paula Dudiak, and Trustee Rich Sullivan all of whom were in attendance. He also thanked Arthur Anderson and encouraged him to stay involved with the parks.</p>	<p>Call to Order</p> <p>Roll Call</p> <p>SELECTION OF OFFICERS</p>
<p>Approval of the meeting's agenda.</p> <p>Moved by Underhill, seconded by Taylor, to approve the agenda for the November 28th regular meeting.</p> <p align="right">CARRIED</p>	<p>AGENDA APPROVED</p>
<p>Motion to approve preceding October regular meeting minutes.</p> <p>Moved by Schrader, seconded by Underhill, to approve the minutes of the October regular meeting.</p> <p align="right">CARRIED</p>	<p>MOTION TO APPROVE MINUTES</p> <p>MINUTES APPROVED</p>



<p>Hall abstained from the vote.</p>	
<p>Sellers reported that \$24,240 remains in the current budget. She explained that this remaining amount will need to cover the ice rink, snow removal, as well as half of the payment of Bob Ford's plans for Harbert Community Park.</p> <p>Heirman reminded the board that Lakeshore Recycling will be crediting the pit toilets at no cost to the board as part of their negotiated contract.</p> <p>Heirman stated that Townline Beach expenses for the year will need to be tallied and split with New Buffalo township. This is to be done by the end of the fiscal year.</p> <p>Township Clerk, Paula Dudiak, explained that some expense categories will be redefined at the beginning of the year. She added that folks hired by the board that are not contractors will be hired on a wage basis.</p>	<p>Treasurer's Report</p>
<p>Schrader reported that she received a correspondence from New Buffalo Park Board member, Pat Fisher, regarding the possible formation of a local hiking club. Fellow New Buffalo Park Board member, Stacey LaRocco, suggested starting a non-profit organization to assist in managing the regions many parks and facilitate these types of events at the properties.</p> <p>Schrader stated that she received a correspondence from Prairie Club resident, Sue Krusack, reporting a vicious dog attack at Cherry Beach. Krusack informed Schrader that a homeowner at the Prairie Club was visiting Cherry Beach when two dog owners accessed Cherry Beach via the property's stairs. The dogs then began fighting and it was unclear which one bit the bystander. Schrader added that the bite was bad enough that the person had to go to the emergency room. Unfortunately the two dog owners were not identified. Krusack would like to know more about how to report dogs on the beach as they are not allowed. Heirman stated that he feels attacks like this must be reported to the police.</p> <p>Heirman read a heartfelt card that he received from former park board member, Karen Tarpley. Tarpley stated that it was an honor serving on the board.</p>	<p>Correspondence</p>
<p>Rich Sullivan presented each board member with a Chikaming township window/ bumper sticker. He stated that he served on the park board for four years. Sullivan added that he greatly appreciates all that the board does and is thrilled with the improvements being made at the Harbert Community Park.</p> <p>Sarah Doty came forth to state that she observed three bald eagles at the vacant property adjacent to Cherry Beach. She added that one was actively fishing in Lake Michigan.</p>	<p>Public Comment</p>

<p>Arthur Anderson came forth to state that he would be happy to serve as a liaison between the Park Board and the Garden Club. He added that he also lives in the Prairie Club. Anderson informed the board that the Prairie Club organizes several hikes in the Chicago area.</p>	
<p>Harbert Community Park – Heirman reported that the roof on the concession stand is completed and the contractor, Corey Bush, is working on framing the interior to create a space to store the skates.</p> <p>Beach and park property assignments were determined as follows:</p> <p>Harbert Beach – Reed Cherry Beach – Heirman Berrien Beach – Underhill Miller Beach – Hall McKinley Beach – Taylor Townline Beach – Schrader Pier St. Beach – Sellers Chikaming Park and Preserve on Warren Woods Rd. – Taylor and Heirman Harbert Rd. Park and Preserve – Hall Harbert Community Park – Reed, Underhill, Taylor (playground area,) and Heirman</p>	<p>Beach/ Park Reports</p>
<p>Heirman reported that he and Underhill met with local woodworker Terry Hanover to discuss creating signage for Harbert Community Park. Hanover quoted the board \$780 to make a large sign for the pavilion and \$170 to install it. Hanover also provided a quote for signage at the overlook trail in the Chikaming Park and Preserve at Warren Woods Rd. He would be able to create signage there for \$345.</p> <p>Moved by Underhill, seconded Hall, that the renderings by Hanover for the Welcome Pavilion at the Harbert Community Park be approved as shown.</p> <p style="text-align: right;">CARRIED</p> <p>Schrader stated that the old rules and signage at the large Harbert Community Park pavilion should be reviewed and updated.</p> <p>Schrader reminded the board that the ribbon cutting at the Harbert Community Park is to take place on January 14th. Schrader would like to invite the entire township to host the event. She continued that, if they are available, she would like the public safety department to talk about fire safety. Taylor stated that they are moving ahead with adding a timer to the lights at the rink and a coded key pad at the door to access skates.</p> <p>Heirman observed that an organized system for sharing keys to the park properties needs be created with the township staff.</p>	<p>Old Business</p> <p>APPROVAL OF WELCOME PAVILLION SIGNAGE PROPOSAL</p>

Sellers stated that she needs to confirm that the Park Board received their funds from the Cook Grant for ice skates as it originally went into the general fund.

Heirman stated that a “thank you” letter needs to be sent to Ozinga Concrete for the donation of materials used at the new welcome pavilion.

Kirk Schrader reminded the board that he will be hosting a public hearing at the next park board meeting to discuss the possibility of mountain bike trails at the Chikaming Park and Preserve on Warren Woods Rd. He plans to include a few guest speakers in the presentation. A 30 minute public hearing timeslot was allocated for the December agenda.

The board then discussed the current status of the proposed development project adjacent to the Cherry Beach Property. The Department of Environmental Quality (DEQ) has not released any information on the project. Schrader stated that the township has the ability to further restrict building in critical dunes areas. A good example of such ordinance restrictions are those passed by the City of St. Joseph to protect their beach and dune areas. Doty expressed that the property line dispute is still a major issue. She suggested that a real-estate attorney be hired to provide further research and insight.

Underhill expressed that she feels the lack of clarity around the exact location of the property line is a major issue as is the history of the property.

The board determined that a good plan of action would be to ask township supervisor David Bunte to contact the DEQ to discuss the current status of the permit. The committee could then meet with Bunte to discuss the property and possibility of hiring legal counsel.

Moved by Schrader, seconded by Underhill, that an attorney be hired at an amount not to exceed \$1,000 to review the property line at Cherry Beach and discuss other pertinent issues related to Cherry Beach. The hiring of the attorney is at the discretion of the Cherry Beach subcommittee.

CARRIED

MOTION TO HIRE AN ATTORNEY

Underhill stated that on November 17th she received an email and film footage from Karen Ward, a resident near Berrien Beach. The resident was concerned that sand near the water was being removed from the public beach access and relocated to a project on nearby private property. The letter stated that the operator of the equipment then moved to the private property once it was realized that the activity was being filmed. Underhill stated that she visited the property and noticed that some sand and dune grass was missing but nothing major.

Schrader stated that she too received a correspondence on November

New Business

17th from resident Sandy Ross. Schrader visited the township to inquire about the complaint and was informed that the original request for a township permit by the contractor to access the beach via the Berrien Beach access was denied. She was then informed that the contractor went around the township to the Berrien County Road Commission to obtain a permit from them to access the beach via the gate. Schrader stated that she then wrote to the commission inquiring about the permit. The weigh master informed her that a permit had been issued but it was unclear if the permit was for accessing the gate. Schrader added that the permit expired on November 16th and the work took place on November 17th.

Schrader stated that she feels the township permitting process to access the gate needs to be reviewed. She continued that a township ordinance exists stating that a permit needs to be obtained at the township level to use the gate. In surrounding communities a board must be consulted and a vote takes place before the public to allow such access. This better ensures that all federal and state permits have been acquired. Additionally it allows for the public to give an opinion. Schrader added that the excavation company involved in this complaint is the same that destroyed a critical dune in a previously documented dispute on April 7, 2015.

Heirman then read a letter from Oldenburg Excavation into the record. He stated that the excavation company assisted the CTPB with tree removal from McKinley beach (\$50), tire removal from Berrien Beach at no cost and repaired a major washout at McKinley beach within a few days. The repairs at McKinley beach received much positive feedback.

Schrader stated that the procedure for accessing the beach via the gate must be reviewed and followed in the future. Heirman advised that this be further discussed at the next meeting.

Heirman informed the board that purchases must be made by February 26, 2017 to be taken out of the current budget. It also yet needs to be determined if remaining budget amounts can be returned from the previous five years.

As per Article 7 of the board's bylaws a standing finance committee consisting of Heirman, Treasurer Sellers, and Hall was formed. Heirman has a list of specific dates provided by the township supervisor regarding the 2017/2018 budget process.

Newly elected township supervisor, David Bunte thanked the board for all they do and expressed a great amount of support for all they do. He continued that he is very open to reviewing policy and procedures and improving communication with the board.

Public Comment



Moved Schrader, seconded Underhill, to adjourn the meeting at 10:02 p.m. CARRIED	ADJOURNED
MONDAY, December 19, 2016 at 6:30 p.m.	NEXT MEETING
Minutes submitted by Jessica Miller	