

CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR MEETING MINUTES
TUESDAY, DECEMBER 8, 2015

PRESENT: Commissioners: Deschaine, Jaramillo, McDonald, Stephens, Wilson
Staff: Parks and Recreation Director LuAnn Maisner; Parks and
Recreation Administrative Assistant II Robin Faust

ABSENT: None

1. Call Meeting to Order

Chair Wilson called the meeting to order at 6:06 pm.

2. Approval of Agenda

COMMISSIONER DESCHAIINE MOVED, COMMISSIONER JARAMILLO
SECONDED, TO APPROVE THE AGENDA AS SUBMITTED. Voice vote.
Motion passed.

3. Presentations

a. **Certificates of Appreciation** – Anthony (Tony) Bauer and Mike Lenkowski

Director Maisner stated the Park Commission is recognizing Tony Bauer and Mike Lenkowski for all their efforts and hard work on the Harris Nature Center Foundation Board. Tony Bauer led in the creation and development of the Nature Exploration Area and Mike Lenkowski served as the Foundation Board's Treasurer keeping them on track financially and leading the fundraising raffles. Patti Robbins, Harris Nature Center Foundation President, expressed appreciation for all of Tony's efforts and former President Barb Kissling shared her appreciation for Mike. Kit Rich, Harris Nature Center Coordinator, thanked both Tony and Mike for their generosity of spirit which is found in volunteers who gravitate toward the Nature Center.

The following resolution was offered by Commissioner Stephens and supported by Chair Wilson,

WHEREAS, the Harris Nature Center Foundation (HNCF) was founded in 2008 with a mission to raise, invest and disperse funds in support of the Harris Nature Center to help sustain programs and facilities for generations to come; and

WHEREAS, the Meridian Township Park Commission would like to recognize former Foundation Board Member Anthony Bauer for his work and dedication toward this mission from 2013 to 2015; and

WHEREAS, Tony provided leadership in the design and development of the Nature Exploration Area by securing grants from Dart Foundation (\$5,000), Jackson National Life Foundation (\$5,000) and Okemos/Haslett Rotary (\$10,000); and

WHEREAS, Tony enlisted volunteers and utilized his professional skills in landscape architecture to create a play space including a Log Jam, Spider Web and Gathering Circle features for visitors to the Nature Center and park to enjoy; and

WHEREAS, Tony gave generously of his time, talents and boundless energy in numerous ways and is held in high esteem by colleagues and citizens for his tireless efforts as a HNCF Board Member and advocate for Meridian Township Parks.

NOW, THEREFORE, BE IT RESOLVED BY THE PARK COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT ANTHONY BAUER IS PRESENTED WITH THIS RESOLUTION OF APPRECIATION FOR HIS DEDICATION AND LEADERSHIP THROUGH SERVICE ON THE HARRIS NATURE CENTER FOUNDATION BOARD THAT HAS CONTRIBUTED TO DEVELOPMENT OF A PARK SYSTEM THAT ENHANCES THE QUALITY OF LIFE FOR RESIDENTS OF MERIDIAN TOWNSHIP.

ADOPTED:

AYES: Commissioners Deschaine, Stephens, Jaramillo, McDonald, and
Chair Wilson

NAYS: None

The resolution passed unanimously.

The following resolution was offered by Commissioner Deschaine and supported by Commissioner Jaramillo,

WHEREAS, the Harris Nature Center Foundation (HNCF) was founded in 2008 with a mission to raise, invest and disperse funds in support of the Harris Nature Center to help sustain programs and facilities for generations to come; and

WHEREAS, the Meridian Township Park Commission would like to recognize former Foundation Member Michael Lenkowski for his work and dedication toward this mission from 2011 to 2015; and

WHEREAS, Michael served as Treasurer during his tenure on the HNCF Board and served as the HNCF's representative to the Meridian Area Business Association (MABA); and

WHEREAS, Michael head fundraising efforts of the Foundation by raising of nearly \$8,000 from raffles; and

WHEREAS, Michael gave generously of his time, talents and boundless energy in numerous ways and is held in high esteem by colleagues and citizens for his tireless efforts as a HNCF Board Member and advocate for Meridian Township Parks.

NOW, THEREFORE, BE IT RESOLVED BY THE PARK COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT MICHAEL LENKOWSKI IS PRESENTED WITH THIS RESOLUTION OF APPRECIATION FOR HIS DEDICATION AND LEADERSHIP THROUGH SERVICE ON THE HARRIS NATURE CENTER FOUNDATION BOARD THAT HAS CONTRIBUTED TO DEVELOPMENT OF A PARK SYSTEM THAT ENHANCES THE QUALITY OF LIFE FOR RESIDENTS OF MERIDIAN TOWNSHIP.

ADOPTED:

AYES: Commissioners Deschaine, Stephens, Jaramillo, McDonald, and Chair Wilson

NAYS: None

The resolution passed unanimously.

The Commissioners all expressed their gratitude for the efforts of Mike Lenkowski and Tony Bauer.

b. Final Eagle Scout Presentation

Jacob Conklin was unable to attend.

4. Public Comment

None

5. Commissioner Reports and Comments

Commissioner Deschaine reported Kids N Dogs presented the Strider Bike Park proposal to the Kiwanis Club who are in favor of sponsorship and find it a doable idea.

Commissioner McDonald spoke about the results listed on the grant awards press release and stated the staff did a great job on the grant application submissions. A majority of the grants were awarded for trail development related to the Iron Belle Trail. He supports the continued submission of grant applications by the Township.

Chair Wilson spoke about the success of the Haslett Robotics Club teams and although they did not go to State Tournament, they did come home with awards.

Robotics is strong in the Haslett area and the support from the Haslett Kiwanis Club was greatly appreciated.

Commissioner Stephens reported on his work with 12 teachers to build under water cameras. Murphy School submitted and was awarded a grant to build and do this study in Central Park. He participated with Grand Learning Network and local students and parents to plant 1,200 plants in the Mary M G Helmbrecht Pollinator Garden in the Historical Village. Parks and Recreation Department staff were on hand to teach activities and run games. He also shared that Meridian Township assisted with the development of an interactive fishing map. He will forward the link to the map to staff for publishing in the Family Fun Guide.

Commissioner Jaramillo reported on forwarding an article on adult playgrounds to Director Maisner and would like to explore this idea at a future meeting. She also suggested discussing the Farmers' Market and all items related to it at a future meeting.

6. Approval of Minutes

- a. November 10, 2015 Work Session Minutes
- b. November 10, 2015 Regular Meeting Minutes

COMMISSIONER STEPHENS MOVED, COMMISSIONER DESCHAIINE SECONDED, TO APPROVE THE NOVEMBER 10, 2015 MEETING MINUTES AS PRESENTED. Voice vote. Motion passed

7. Communications

A. Items to/from the Public

1. From: The Red Oak Foundation; RE: Donation of \$1,500 toward maintenance and improvements to Meridian Riverfront Park
2. To: The Red Oak Foundation; RE: Thank you letter
3. From: Dr. Maureen Sander; RE: 2016 Michigan Barn Preservation Network Calendar – featuring The Maureen Sander Barn (March)

B. Commission Information

1. Towne Courier: **Nov 15:** Discover beavers at Harris Nature Dec 3, Chipmunk Story Time at HNC Nov 19; **Nov 22:** Create treats for wild animals at Harris Nature Center Dec 6; **Nov 29:** Create treats for wild animals at Harris Nature Center Dec 6, Discover beavers at Harris Nature Dec 3
2. Harris Nature Center Foundation Minutes:
 - July 13, 2015
 - August 10, 2015
 - October 12, 2015

C. Staff Inquiries/Response
None

CHAIR WILSON MOVED, COMMISSIONER DESCHAIINE SECONDED, TO ACCEPT AND PLACE THE ITEMS OF COMMUNICATION ON FILE. Voice vote. Motion passed.

8. Director's Report

- a. **North Meridian Road Park** – since the restroom froze in 2013, a larger heating system was installed; it froze again in 2014 along with the septic system, new baseboard heating system was installed and balls of straw have been placed over the septic field to hopefully prevent freezing over this winter
- b. **Harris Nature Center** – over 100' of drain pipe was installed to address the erosion of the center island of the parking area; the area has been restored with approximately 60 yards of backfill and was completed today
- c. **Hartrick Park** – the concrete pads have been poured for the four dugout areas and the fencing and roof structures will be completed soon
- d. **2015 Grant Application Submissions:**
 - **North Meridian Road Park** – received \$50,000 grant award from the Michigan Natural Resources Trust Fund for the construction of a pavilion
 - **Harris Nature Center** – the pavilion grant application did not receive approval
 - **Hillbrook Park** – have not heard the results from the Land and Water Conservation tennis court renovation grant application yet but hope to by end of year
 - Commissioners briefly discussed the grant scoring and suggested staff research additional information on the grant awards
- e. **Wonch Park** – footings for the pavilion are scheduled to be poured next week; installation will be in March for the remainder of the structure
- f. **Orlando Park** – playground equipment has been ordered and will be installed in April
- g. **Nancy Moore Park** – Eagle Scout Candidate Jacob Conklin constructed a gaga ball pit and will schedule his final presentation at January meeting
- h. **North Meridian Road Park** – have the hardware to construct and install a gaga ball pit next year
- i. **2016 Family Fun Guide** – finalizing the guide, scheduled to be mailed out by January 8, 2016; there will be only one edition to cover entire year and will be working on social media and articles in the Meridian Monitor throughout the year; will include the interactive fishing map
- j. **Wonch Park** – received grant approval from Greenfield Outdoor Fitness; it is on the agenda for approval to receive 12 pieces of universally accessible fitness equipment; this will be a first in the Tri-County area
- k. **Historical Village** – staff worked with 100 5th grade students from Murphy Elementary School to plant native plants along the pond edge as part of the pollinator garden that was planted using donations received in honor of former Clerk Mary M G Helmbrecht; seeds will be harvested next fall for planting in land preserves and parks
- l. **Miracle Midwest** (playground equipment dealer) in Okemos is closing due to a reorganization; moving to Missouri but some of their sales personnel will remain in the Detroit area

- m. **Larry Bobb, Parks and Grounds Maintenance Lead Worker**, along with the maintenance staff have been problem solving on issues in the parks; has great construction knowledge and the department has an outstanding staff
- n. Commissioner Stephens reported on meeting new **Stewardship Intern Kelsey Dillon**; she is incredible, very knowledgeable about plants and stewardship ideas, although sad at the loss of Nick Sanchez, Kelsey is great and strongly recommended her for a full-time position. Director Maisner will bring Kelsey to the January meeting; agrees she is very knowledgeable, great with staff and public of all ages, took off running with current projects; knows how to tell the story, is very excited about stewardship and the importance of educating everyone on it and is a valuable benefit to our community.
- o. **Christmas Tree Drop Off** – only one location, Nancy Moore Park parking area but can also take trees to the Recycling Center

9. New Business

PUBLIC COMMENT

a. 2016 Meeting Schedule Resolution

The following resolution was offered by Commissioner Stephens and supported by Commissioner Jaramillo.

WHEREAS, the Park Commission desires to announce the time, date, and place of all meetings of the Commission; and

WHEREAS, the Park Commission deems the 2016 regular meeting schedule sufficient to uphold the Township Board’s Policies and Procedures, and advancement toward the Board’s Global Ends; and

NOW, THEREFORE, BE IT RESOLVED by the Park Commission of the Charter Township of Meridian, Ingham County, Michigan, that the Park Commission adopts its regular 2016 meeting schedule as follows:

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 12*	Town Hall Room	Joint Meeting w/Township Brd, 6 pm
January 19**	Town Hall Room	6 pm work session/7 pm regular mtg
February 9	Town Hall Room	6 pm work session/7 pm regular mtg
March 8	Town Hall Room	6 pm work session/7 pm regular mtg
April 12	Town Hall Room	6 pm work session/7 pm regular mtg
May 10	Town Hall Room	6 pm work session/7 pm regular mtg
June 14	Town Hall Room	6 pm work session/7 pm regular mtg
July 12	Town Hall Room	6 pm work session/7 pm regular mtg
August 9	Town Hall Room	6 pm work session/7 pm regular mtg
September 13	Town Hall Room	6 pm work session/7 pm regular mtg
October 11	Town Hall Room	6 pm work session/7 pm regular mtg
November 8	Town Hall Room	6 pm work session/7 pm regular mtg
December 13***	<u>Service Center</u>	6 pm work session/7 pm regular mtg

2. The Park Commission has set a schedule to meet on the second Tuesday of the month; except in January, when it will meet on the third Tuesday.
3. Each of the above meetings shall be held in the Town Hall Room of the Meridian Municipal Building, 5151 Marsh Road, Okemos, Michigan, (517) 853-4000, with the exception of December 13, when the Commission shall meet at the Meridian Township Service Center, 2100 Gaylord C. Smith Court, Haslett, MI 48840 (517) 853-4600.
4. If the meeting location is in the Town Hall Room, the Park Commission meeting shall consist of a non-televised work session at 6 pm and the televised regular meeting at 7 pm. If the meeting location is other than the Town Hall Room, the non-televised meeting will consist of a non-televised work session at 6 pm and a regular meeting at 7 pm unless a work session is not required and therefore the regular meeting will begin at 6 pm.
5. Special meetings of the Park Commission may be called pursuant to the statute thereto appertaining.
6. Regular meetings may be canceled, recessed or postponed by members of the Park Commission pursuant to the statute thereto appertaining.
7. A summary of this resolution stating date, place, and time shall be published in a newspaper of general circulation in the Township, and a copy of this resolution shall be posted in the Meridian Municipal Building.

ROLL CALL:

YEAS: Philip Deschaine, Michael McDonald, Mark Stephens, Melanie Jaramillo, Todd Wilson

NAYS: None

The resolution passed.

b. Greenfield Outdoor Fitness Grant Award

Director Maisner reported the Township was awarded a "Go Greenfields" grant in the amount of \$17,680. The grant requires a financial commitment match of 35,110 for a total cost of \$52,790 including shipping. The grant project will provide 12 pieces of freestanding fitness equipment that will be placed along the pathway in Wonch Park. Installation costs are not included and are the responsibility of the Township.

COMMISSIONER MCDONALD MOVED, COMMISSIONER DESCHAIINE SECONDED, TO ACCEPT THE GRANT IN THE AMOUNT OF \$17,680 FROM GREENFIELDS OUTDOOR FITNESS "GO GREENFIELDS" GRANT PROGRAM FOR THE PURCHASE OF OUTDOOR FITNESS EQUIPMENT TO E PLACED IN WONCH PARK, 4555 OKEMOS ROAD. THE TOTAL EQUIPMENT AND DELIVERY COST IS \$52,790 WITH THE REQUIRED

LOCAL FINANCIAL COMMITMENT OF \$35,110 FUNDED THROUGH THE PARK MILLAGE. THE EQUIPMENT ORDER WILL BE PLACED BY DECEMBER 31, 2015 WITH A 50% DOWN PAYMENT AS REQUIRED IN THE GRANT AGREEMENT.

Discussion:

- The project will require a certified installer with an estimated cost of installation of \$11,000 plus surfacing material.
- The equipment will be funded through the Park Millage.
- Director Maisner will research the product warranty.
- The equipment will be placed in 2-3 pods along the new paved path on the northern portion of the park.
- This new outdoor fitness area will provide opportunities for fitness classes and age-appropriate programming. This could help make Wonch Park a real destination park for many of our residents.
- Suggestion was made to have a lunch cart on the site during the summer and exploring funding and program opportunities with the DDA or businesses in the DDA district.

ROLL CALL:

YEAS: Todd Wilson, Melanie Jaramillo, Mark Stephens, Michael McDonald,
Philip Deschaine

NAYS: None

The resolution passed.

10. Unfinished Business

PUBLIC COMMENT

a. None

11. Other Business

PUBLIC COMMENT

a. Elections of Officers

Chair Wilson opened the floor for nominations for **Chair**

COMMISSIONER JARAMILLO MOVED, TO NOMINATE TODD WILSON AS CHAIR. COMMISSIONER STEPHENS SECONDED.

Todd Wilson accepted the nomination.

Hearing no other nominations, Chair closed the floor to nominations for Chair.

Roll Call Vote:

AYES: Melanie Jaramillo, Mark Stephens, Mike McDonald, Philip Deschaine, Todd Wilson

NAYS: None

Nomination passed.

Chair Wilson opened the floor for nomination for **Vice Chair**.

COMMISSIONER DESCHAINE MOVED, TO NOMINATE MICHAEL MCDONALD AS VICE CHAIR. COMMISSIONER STEPHENS SECONDED.

Michael McDonald accepted the nomination.

Hearing no other nominations, Chair closed the floor to nomination for Vice Chair.

Roll Call Vote:

AYES: Philip Deschaine, Todd Wilson, Melanie Jaramillo, Mark Stephens,
Michael McDonald

NAYS: None

Nomination passed.

b. Land Preservation Appointment

Chair Wilson asked Commissioner Stephens to continue as the Park Commission representative on the Land Preservation Advisory Board.

Commissioner Stephens accepted the appointment.

Director Maisner thanked Commissioner Stephens for his service on the Land Preservation Advisory (LPA) Board. As liaison, he has brought the LPA Board, Park Commission, and local school children together to work on joint projects. Parks and Land Preserves are all Township properties and regardless of who funded them, we have a responsibility to work together and be responsible for their maintenance and stewardship.

12. Discussion Items

PUBLIC COMMENT

a. Towner Road Park Construction Management

Chair Wilson reported on conversations with Viridis and staff on the construction for the project and how the services will be delivered. He recommended the option of using a construction manager who would sub contract the work and have the project completed to the Township's satisfaction. The Township used a construction manager on the new fire station site. With a construction manager, Township will verify the delivery of

scope of work at the cost specified. The Commissioners appreciate Chair Wilson's insight and supported his recommendation.

b. Joint Meeting with Land Preservation Advisory Board and Environmental Commission

Director Maisner reported the Environmental Commission approached the idea of a joint meeting with the Land Preservation Advisory Board and Park Commission to discuss topics in common. It has been suggested that the three Chairs meeting in January to discuss topics and draft an agenda and to possibly set a joint meeting late February.

c. 2016 Grant Proposals

Director Maisner asked the Commissioners their opinions about possible projects for grant proposals.

Discussion:

- Central Park South fishing dock
- Historical Village restroom building
- Historical Village covered wagon
- Harris Nature Center pavilion but change name of project to Meridian Riverfront Park Trail Enhancement
- Suggested holding a strategic planning session in January; staff will prepare a draft list of projects; will need to know the proposed costs for the Towner Road Park development and possible funding options
- Suggested Coordinator Greenway attend first round of grant meetings, talk with DNR staff and other grant recipients on projects that received a grant this year

13. Final Comments

None

14. Announcements

- a. Next Regular Meeting Date: Tuesday, January 19, 2016, Town Hall (third Tuesday)
- b. Joint Meeting of Boards and Commissions on Tuesday, January 12, Town Hall, 6 pm (second Tuesday)
- c. Winter Farmers' Market – 1st and 3rd Saturday of the month, December, 2015 to April, 2016, from 10 am – 2 pm, J C Penney Corridor, inside the Meridian Mall (December 19, January 2 and 16)
- d. Christmas in the Village, Sunday, December 13, 2-4 pm; Annual tree lighting at 4 pm
- e. Drive Thru Santa, Saturday, December 19, 5-8 pm, Service Center

15. Public Remarks

None

16. Closed Session

None

17. Adjournment

COMMISSIONER STEPHENS MOVED, COMMISSIONER JARAMILLO
SECONDED, TO ADJOURN THE MEETING.

The meeting adjourned at 7:56 pm.