

Approved Minutes

September 13, 2021

Woodhull Township Park and Recreation Commission

Call to order: 7:01 pm

Virtual Zoom meeting

Open with Pledge of Allegiance

Roll call: Mrs Cathy Provines, Chairman – Present Shaftsbury, Shiawassee Co
Mrs Paula Hill, Trustee - Present Shaftsbury, Shiawassee Co
Mrs Cindy Bawks, Treasurer – Present Shaftsbury, Shiawassee Co
Mrs Justine Bell, Trustee – Present Haslett, Shiawassee Co
Mrs Paula Palmatier, Secretary - Present Shaftsbury, Shiawassee Co

Review of today's meeting agenda. Two change were suggested by Cathy. Paula P made the motion to accept the agenda with the addition of 'Insurance Update' and 'Meeting date change and format discussion'. Justine seconded. All in favor, and none opposed.

Review of proposed August 9 2021 meeting minutes. No changes suggested. Justine made the motion to accept the minutes as written. Cathy seconded. All in favor, and none opposed.

Review of current budget/financials. One porta john was returned due to lack of use. We had quite a few expenses this month. All of the issues mentioned last month about account balances were cleared up. Cindy is thinking we may have to move \$500 around before the end of the year.

Budget Amendment Update. Cathy went to the township board and asked for a budget amendment of \$2800 to cover the emergency tree cutting. It was approved, the work has been done and the bill paid. Additional funds were requested to allow us to keep a porta john in the park during the closed months. This also was approved by the township board.

Review of bills for payment. Outstanding bills expected this month are for playground balls, mums and the "no fireworks" sign. A motion made by Paula P to pay board for tonight's meeting and Paula H for the mums. It was seconded by Cindy.

Roll call to vote: Cathy – y, Cindy – y, Justine – y, Paula H – y, Paula P – y

Reviewed monthly custodial report. Jerry told the park board he spends a fair amount of time cleaning up grass clippings blown into the pavilion and onto walks that would typically be cleaned up by a mowing contractor. Filling the cracks in the asphalt has also taken a lot of his time. We need to consider budgeting for a professional to do future large cracks that need to be filled. Jerry suggested the board consider changing the park closing time to "9pm or dusk, whichever is earlier". He said that it gets dark earlier than 9pm now, and he's encountering cars sitting in the park in the dark. The board discussed this suggestion. Cathy made a motion to change the park hours of operation to be 9am to 9pm or dusk, whichever is earlier. Paula P seconded. All in favor, and none opposed.

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Cindy will make sure the hours of operation get changed on the township website, and Justine will make the change on the Facebook page. Jerry mentioned many pine trees are dying and 2 more that are dead now and asked approval to cut them down for safety reasons. One is on the North side of the tractor shed, the other is South of it, along the driveway and West path. Cathy made a motion to approve Jerry to cut down the 2 pine trees as time permits. Justine seconded. All in favor, and none opposed. Jerry needs help spreading wood chips so we picked October 23rd to help with that and we'll put the park toys, etc. away that same time/day.

Public comment

None

Budget ideas for next year. Cathy read a list of the items she's been documenting from our past discussions and reminded us all to be thinking about our ideas: Park sign on Lansing Rd, Welcome sign with Plexiglas for announcements, tether ball, clock, replace some spring toys, paint pavilion, new benches along the walk, corn hole, increase fall zone, ice rink, bat houses.

Insurance Update. The cemetery and the fire department both are reporting no damage to the property. So the decision was made to not make a claim for only the damage to the 1 park pavilion. The insurance agent will be coming to check out what the township has for assets and the coverage to make sure all of our buildings and contents are covered.

Food pantry. The food pantry is getting a lot of use by the community.

Change date for next meeting & discuss format. Due to a conflict of one of the board members, we agreed to change the date of next month's meeting to Monday October 18, 7pm. We also discussed the format of the future meetings and all were in favor of holding Zoom meetings for now.

Township requests phone number. The township suggested that the park board should have a phone number. Cathy worked with the clerk to make changes so now the township mainline has an option to reach the park (Selection #5).

Old Business

Facebook page – Reminder to send pictures to Justine, and she did post the closing time change.

New Business

Paula H – Nothing

Cathy – She took the cottage food class and a food safety class. We have 3 new rentals that came in.

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Cindy – Cindy mentioned preparing an annual report for the end of the year to summarize the accomplishments of the park for the township board. She asked approval to spend money on a lightweight blower to be left at the park that someone of smaller stature can handle. Cathy made a motion to approve \$170 for a battery powered, lightweight blower. Justine seconded.

Roll call to vote: Cathy – y, Cindy – y, Justine – y, Paula H – n, Paula P – y

Justine – Justine gave an update on her attempt to remove poison ivy from the park to place a geocache. She was chased out of the park by mosquitos, so the geocache will need to wait. She suggested we put bat houses in the park, so that was added to the ideas for next year’s budget. She also mentioned that she supports the ice rink idea, and that a bathroom building would be a great addition for the park. It’s possible Covid monies could be spent on that. Considerations brought up by board members are drain field location, ongoing maintenance of the building, and just the logistics of the project in general. She’ll check on the appropriateness of using Covid money, and Jerry will ask someone about the drain field possibility.

Paula P – Paula said she’s not ordered the No Fireworks sign yet, and wanted clarification from the board on the order.

Public comment

None

Closed session not needed.

Cindy made a motion to adjourn the meeting. Cathy seconded

All in favor, and none opposed.

Next meeting will be October 18, 2021 7pm and it will be Zoom only due to COVID cases.

Meeting adjourned at 8:53 pm

Submitted by Paula Palmatier, Secretary