

# SPECIAL MEETING MINUTES

Woodhull Township Park and Recreation Commission

August 4, 2025 6:30 pm

Township Hall, 7315 Beard Rd, Perry MI 48872

APPROVED MINUTES

\*\* Meeting recorded exclusively for board secretary's use\*\*

## **Call to order:**

Open with Pledge of Allegiance

## **Roll Call:**

Mr. Keith Young, Chairman – present  
Mrs. Chelsea Moore, Treasurer – present  
Mrs. Alyson Bawks, Secretary — present  
Mr. Adam Witzel, Trustee — present  
Mrs. Katie Drury, Trustee — present

## **Agenda Items:**

**1. Approval of Agenda.** Chairman Young made a motion to approve agenda. Treasurer Moore seconded the motion. Motion passed with 5 votes in favor.

**2. Public Comment (please limit comments to 3 min per person).** None.

### **3. Discussion Regarding Park Gate Incident**

- **Review of unauthorized gate removal:** There is a chain link fence near the playground that was put there by the previous board to block the resident's gate into the park. It was a 10 foot fence in between two posts. The chain link fencing is no longer there, just the posts. This was noticed in July. Chairman Young will contact law enforcement about the stolen fencing and about a homeless vehicle in the park we are receiving complaints about. Secretary Bawks will contact Spartan Fence about a fence repair quote.
- Secretary Bawks will also ask for a quote for a small section of fencing to maybe be put in front of the fence of the resident living on Shaftsbury Road and whose property borders the park. This resident inquired about putting in a gate during public comment during the July 2025 meeting. This is a park board decision not to allow the gate and we will let the homeowners know this information. It is not clear if the homeowner will put in a gate or not or if they will restore their fence to the way it was.

#### 4. Closed Session

- **For Personnel Discussion**
- **To review confidential applicant information for potential new hire**

5. **Return to Open Session.** Secretary Bawks made a motion to return to open session after being in closed session for personnel discussion. Chairman Young seconded the motion. Motion passed with 5 votes in favor.

6. **Board Action Items (as applicable).** Chairman Young made a motion to relieve Chris Welch of his duties as Park Facilities Manager effective immediately. Trustee Drury seconded the motion. Roll call vote: Chairman Young: aye; Treasurer Moore: aye; Secretary Bawks: aye; Trustee Witzel: aye; Trustee Drury: aye. Motion passed with 5 votes in favor; none opposed. Chairman Young and Trustee Drury will meet Chris in the park to receive his keys and let him know we are no longer in need of his services. This will be done in the next few days.

Jerry Bawks is a potential new hire for the now open Park Facilities Manager position. He is interested in filling this position and has extensive experience in maintenance and facilities management, including almost 5 years as the park facilities manager for the Woodhull Township Park. The park board will vote on this at the next park meeting on August 11, 2025 and let him know of the board's decision.

7. **Adjournment.** Chairman Young made a motion to adjourn the meeting. Trustee Drury seconded the motion. Motion passed with 5 votes in favor. Meeting adjourned at 7:48 pm.