

MEETING MINUTES

Woodhull Township Park and Recreation Commission

October 6, 2025 6:30 pm

Township Hall, 7315 Beard Rd, Perry MI 48872

** 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 — absent
Mrs. Katie Drury, Trustee — present

Agenda Items:

Approval of Agenda:

Trustee Drury made a motion to approve the agenda. Chairman Young seconded the motion. Motion passed with 4 votes in favor.

Approval of September 8, 2025 minutes:

Treasurer Moore made a motion to approve the September 8, 2025 minutes. Trustee Drury seconded the motion. Motion passed with 4 votes in favor.

Public Comment (please limit comments to 3 min per person):

Two residents in attendance with inquiries and concerns about putting a gate in their fence.

Park Facilities Manager Report:

Park Facilities Manager, Jerry Bawks, gave his report to the board via email. Secretary Bawks made a motion to approve \$78.57 for gas. Chairman Young seconded the motion. Roll call vote: Chairman Young: approve; Treasurer Moore: approve; Secretary Bawks: approve; Trustee Drury: approve. Motion passed.

Park Facilities Manager Transition:

No update

Fence/Gate Update:

No update regarding putting the new fence in for the resident bordering the park. If the residents put the fence back we will not put up the new fence. If they do not, we will proceed with original plans. The fence that was stolen was replaced by the fencing company very recently. The board will keep the original motion and uphold the ordinance regarding openings into the park.

Park Logo Review and Approval:

Park board will vote via text thread to choose new logo for the park in order to include Trustee Witzel who is absent for October meeting. Treasurer Moore will put together letterhead to match the logo that is chosen.

Approval of budget/financials:

Treasurer Moore will make sure to have the \$40 moved from Misc to Maintenance and Repair in the budget.

Trustee Drury made a motion to accept the budget as it stands. Treasurer Moore seconded the motion. Motion passed with 4 votes in favor.

New Business:

Trustee Drury: None

Trustee Witzel: N/a

Treasurer Moore: None

Secretary Bawks: Brought up the park food box that is no longer serviced by the church who put it there. Graham Community Church is not interested in taking this over. Board will keep the food box up with the Park Facilities Manager maintaining it for the time being. A sign will be put up in the winter about no canned items.

Chairman Young: A resident wrote an email thanking Jerry Bawks for his service as the Park Facilities Manager. Steve Daunt sent the board a letter regarding Recreation Plan Assistance from the county for us to review. Trustee Drury will put together a letter for the park stating our recreation plan in hopes of receiving a grant for the park.

Public comment (please limit comments to 3 min per person):

None

Next meeting: November 10, 2025 at 6:30 pm

Adjournment: Chairman Young made a motion to adjourn the meeting at 8:42 pm. Treasurer Moore seconded the motion. Motion passed with 4 votes in favor.