

PARK COMMISSION MEETING MINUTES

Bedford Township Hall

8100 Jackman Road

January 13, 2020 - 7:00 P.M.

Present: Sally Dunn, Carol Laurie, Rusty Wilke. Excused: Jerry Goodridge, Connie Velliquette

Also Present: T.C. Clements, Nancy Crandell

1. Call to Order: Meeting was called to order at 7:00 pm. by Laurie, with the Pledge of Allegiance.
2. Approval of Agenda: Motion was made by Dunn, seconded by Wilke to approve the Parks Board agenda of the Park Board meeting, all ayes. Motion carried.
3. Approval of Minutes from December 9, 2019 Park Board: Motion was made by Dunn, seconded by Wilke, all ayes. Motion carried.
4. Secretary's Report: None.
5. Treasurer's Report: Expenses for period (-\$30,795.99.) Motion to approve treasurer's report made by Dunn, seconded by Wilke. Roll Call: all ayes. Motion Carried.
6. Presentations:
 - a. Lucie Fortin with Mannik & Smith: Lucie presented the Final Master Plan with cost estimate for Carr's Grove Park. A resolution was presented and voted on by the board: 3 in favor, 0 abstained, 2 absent. Resolution was accepted. (Resolution is attached)
 - b. Lucie presented a couple of grant options that could be applies toward the Master Plan. The grant applications would be due by April 1st. Grants would be approved in December of 2020, with construction to be done in 2021.
 - i. Land & Water Transportation Fund Grant- this is a 50-50 match grant with a maximum ask of \$300k.
 - ii. Recreation Passport Grant- this is a 75-25 match grant with a maximum ask of \$150k.
 - c. The Park Board will take the grant information under advisement and proceed as follows:
 - i. Determine the amount of available funds by reviewing the current budget, the Fund Balance, and the 2021 Budget request.
 - ii. Establish a priority list of projects and park improvements for the near future.
 - iii. If it is decided to move forward with the Carr's Grove park Improvements, the plan would need to be presented to the Township Board in an effort to solict funds from other areas besides the Park Budget.
 - d. Laurie inquired as to whether there were grants available to cover maintenance of invasive species at Wheeler Preserve. Fortin mentioned that there are no grants that cover said maintenance. She recommends establishing a "Friends of the Park" Group that could assist in such tasks.
7. Community Education: Nancy Crandell noted that Connie Mercer has retired. Due to a lack of space, CE did not offer Pre-Basketball (ages 3-5) this year. CE has a new registration system that went into effect on January 1st. It is more cost-effective than previous system. Daddy Daughter Dance ticket sales are going very well, as usual.

8. Comments from the Public: John Harrison (6275 Cheltenham Drive) is an eagle scout looking for a project that might benefit the parks. A couple of suggests from the park board included bird houses for Wheeler Preserve and improving a bridge at Indian Creek Park to allow for ADA access. John will look into both ideas and return to the park board with ideas.

9. Old / New Business:
 - a. **Ansted Park:**
 - a. A Controlled Burn is scheduled for February, 2020. An exact date has not been provided yet.
 - b. **Samaria Park:**
 - a. The new well has been installed. The next step is to have it tested so it can be put into service. Currently tap water is not to be used at the Community Center. The Board will be contacting the Monroe County Health Department to follow up with testing.
 - c. **White Park:**
 - a. The total bill for electrical charges for 3B Baseball from May 1st thru November 30th is \$2,285.90. As part of the 3B Contract Agreement, this will be paid by the organization.
 - b. 3B Baseball has agreed to store the Pickle Ball Bench in the concession stand over the winter months. To date, this has not been done yet. Park Board to reach out to 3B Baseball regarding this item.
 - d. **Parmelee Park:**
 - a. Sally to contact Gary Harrell regarding signage improvements and the idea of doing the improvements on-site.
 - b. Skate Park is still in need of repairs.
 - e. **Indian Creek Park:**
 - a. Park maintenance is on-going.
 - f. **Carr's Grove Park:**
 - a. Nothing to report.
 - g. **Wheeler Preserve:**
 - a. Waiting on pricing from Engraved Images for a new sign.
 - b. Green Initiative can provide mapping of invasive species to better understand location.
 - h. **Fireworks:**
 - a. See attached.
 - i. **Trade Fair Discussion (March 21-22, 2020):**
 - a. Booth to include daffodils, candy, and park maps to hand out.
 - b. Must advertise relocated Fireworks venue. Provide a handout to be distributed at the Township both as well.
 - c. Develop a theme for the booth. What do we want to focus on for the coming year.
 - j. 2020-21 Budget meetings attendee:
 - a. A date has not been set for the budget meetings at this time.
 - k. M-Parks Membership:
 - a. Membership renewal is due. A motion was made by Dunn to renew the membership at a cost of \$350 seconded by Wilke. All ayes. Motion Carried.

10. Comments from the Public: None.

11. Commissioner's Comments: Dunn commented that it is amazing how much we as a park board can do. That being said it almost warrants one full-time person on staff to oversee the work to be done at the various parks.

12. Adjournment: Motion to adjourn made by Dunn, seconded by Wilke, all ayes. Motion carried. Meeting was adjourned at 8:45 p.m. by Laurie.

Respectfully submitted

Rusty A. Wilke, Secretary
Bedford Township Park Board

**Resolution In Support of the
Wheeler Preserve and Carr's Grove Park
Master Plans**

WHEREAS, the Bedford Township Park Commission has prepared and adopted a Parks and Recreation Master Plan to guide the desired actions to be taken to improve parks and recreation facilities in Bedford Township during the period between 2018 and 2022; and

WHEREAS, the Parks and Recreation Master Plan's action program included the re-development of Carr's Grove Park and the development of new park facilities as appropriate; and

WHEREAS, the *Carr's Grove Park Master Plan* was developed to improve the site access and circulation, to add a central community gathering place, to improve the pedestrian connection to Downtown Temperance, to remove the chain link fences and replace them with a more aesthetically pleasing low decorative fence and landscaping as appropriate, and to repair and/or replace outdated play and other park equipment; and

WHEREAS, the Park Commission received the donation of a property by the Estate of Anna C. Wheeler to be maintained as a nature preserve to protect natural habitats for wildlife and plants, and to ensure the long-term conservation of the property and its use for public outdoor recreation; and

WHEREAS, the *Wheeler Preserve Master Plan* was developed to maintain the property in a natural state for passive recreation, to protect and enhance the natural features of the site with control of invasive plant species, to provide public access and entrance, and to develop nature trails and interpretive opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Bedford Township Park Commission approves the *Wheeler Preserve Master Plan* and *Carr's Grove Park Master Plan* as presented.

Motion by: **DUNN**

Supported by: **WILKE**

Votes in favor: **3-0**

Votes opposed: **0**

Abstained: **0**

Absent: **2**

January 13, 2020

2020 Bedford Community Fireworks -Indian Creek (June 26, 2020)

January 13, 2020

- **Parking Options (3 Potential Public Parking Areas)**
 - Bus Garage Area – Coordinate with BPS to relocate busses to allow public parking (**Not an option school is not in session – too many busses to relocate**)
 - White Park -
 - Lambertville United Methodist Church (Corner of Dean & Douglas)
- **Civic Organizations to assist with Parking & Traffic Control:**
 - BBA Group
 - Lions Club
 - Goodfellows
 - Compelled Church
- **Vendor Locations: (No Food Trucks planned for this year)**
 - Old Stadium Concession Stand (Coordinate with Band Boosters?)
 - White Park Concession Building (Coordinate with 3-B Baseball?)
 - United Methodist Church (Coordinate with Church?)
- **Where will the "main viewing area be"**
 - Lawn Seating at Old Stadium & Comm Ed. Fields south of Stadium
- **Marketing the Change of Venue:**
 - Social Media (Facebook, etc...)
 - BBA Park Commission Booth (March 21-22)
 - "Blue paper", Bedfordnow
 - Flyer to school kids??? or Emails from Shultz or Principles to all parents (**Have school principals include in messages sent out to parents**)
 - Place Yard Signs in Strategic Locations
 - **Include in Spring Community Ed Flyer (Nancy Crandell)**
 - **Put advertisement on all School Monument Signs**
 - **Place advertisement on Township Government Channel.**
- **Insurance implications with relocated Venue:**
 - No issues since Fallout Area does not affect surrounding private properties.
- **Emergency Access Implications (fire coverage and support)**
 - Coordinate with Fire & Rescue, Sheriff, School Grounds Dept.
- **Post Fireworks Clean-up:** Reach out to service groups to assist since the area of clean-up is larger than normal.
 - National Honor Society
 - YAC Organization – Sharon Throm
 - Church Groups
- **Miscellaneous Coordination Items:**
 - Notify Residents of Housing Dev. adjacent to site of event (2 weeks prior to event)
 - Secure Sutton Drive entry to Housing Development to Owners.
 - Is there a Public Address System at Old Stadium – check with Tom Martin

- National Anthem Singer
- Portable Toilets
- Trash Cans (Temporary Carboard Boxes) – Check with Stevens Disposal
- Donation Request Letters – Carol Laurie
- **Create a Site Diagram:**
 - **Fireworks launch area**
 - **Primary Seating**
 - **Primary Parking (on-site & surrounding areas)**