

Leelanau County Parks and Recreation Commission
Old Settlers Park Committee Meeting

Wednesday, May 3, 2023

Leelanau County Government Center, Suttons Bay, Michigan

Tentative Minutes – Meeting Recorded

<https://www.leelanau.gov/meetingdetails.asp?MAId=2518>

The Old Settlers Park committee meeting commenced on-site at 1:00 p.m. In attendance were Committee Chairman Charles Godbout and committee members Melinda Lautner and Casey Noonan. At 1:30 p.m., Steve Christensen joined the meeting. Staff in attendance included Laurel Evans, Executive Assistant and Lori Eubanks, Recording Secretary.

The group determined that the picnic tables throughout the park were in need of power washing. An area on the north side of the grub shack was selected as the location for installation of three portable toilets, one of the three to be a Universal Access (UA) toilet. Also, the location to install a new ladybug playground bouncer donated by the Lanham family was sited near the playground area. The gazebo was assessed for repair including the roof, the deck, the stairs, the lattice around the deck, and the landscaping. There was discussion about contacting local landscape architect Lori Lyman to assist with recommendations for new landscaping. The group walked the dock and determined repair work to the dock access was not necessary, as previously thought, though a gap needed to be filled in the ground where the dock meets the shoreline. The pit toilets near the chapel were “nicer than we thought,” though none had UA. Power washing the chapel as well as the viewing deck near the monkey flower plantings was deemed necessary. The brick grill near the chapel had a crack in the grout and needed repair to mitigate any safety hazard. A tripping hazard was identified at the base of the bent leg of the swing set where the cement is protruding from the ground. The group tried to determine where the barbeque grill was located that was “too close to the road.” It was decided to request an overall inspection by MMRMA (insurance company) and that the grill in question would be pointed out in their report. Finally, the group discussed grading and placement of gravel along the road inside the park.

At 1:50 p.m., the group disbanded then reconvened at the Government Center at 2:30 p.m. (Evans did not attend this portion of the meeting.)

Committee Chairman Godbout waived the “Pledge of Allegiance”.

Roll Call: Steve Christensen
Charles Godbout, *Committee Chairman*
Melinda Lautner
Casey Noonan

Staff Present: W. Scott Bradley, Maintenance Worker

Guests Present:
None.

Approval of Agenda and Late Additions/Deletions:

Motion by Christen to approve the agenda, as presented. Seconded by Noonan.

Discussion – None.

Ayes – 4 (Christensen, Godbout, Lautner, Noonan)

No – 0

Motion Passes.

Public Comment:

None.

Action Items –

Brief Tour of Old Settlers Park:

Godbout asked Bradley to powerwash the viewing platform near the monkey flower plantings and also to get a quote to power wash the park picnic tables. Lautner added that they would like the wood lattice around the deck of the gazebo to be replaced with vinyl lattice. She added that the gazebo's deck needed power washing followed by a fresh coat of paint, and the cedar shake roofing needed to be replaced. She said Lyman will visit the park and make a recommendation regarding the plants around the base of the gazebo to determine whether the current plantings are salvageable or they should come up with a new plan. She said Lyman's recommendations should be available by the next Parks meeting. Godbout added that electricity needs to be restored at the gazebo. Bradley said he will install a new line and install it in conduit. Godbout said positive comments about the condition of the pit toilets are leading them to reconsider replacing them; however, Lautner added that the roof needs power washing. Godbout inquired about two stand pipes and a vent laying behind the pit toilets. Bradley said he would haul them away. Christensen pointed out that biologics added to the pits are doing the job to eliminate odors. Lautner inquired and Bradley responded that the pit toilets were unlocked and used over the winter, so they will need to be flushed out and new biologics added. Godbout requested grading and adding gravel along the road near the new portable toilet site (north side of grub shack) and well as in areas where "most people park." Godbout pointed out that that the gravel work along the road is already budgeted for 2023. Lautner advised that a location for the addition of the new playground bouncer was sited and that she would get with Evans to order it. She added that she will meet with the Lanham family to get their approval on the site picked for their donated bench (near the chapel).

Christensen inquired and Godbout replied that the funding for reroofing the gazebo will be included in next year's budget (2024). Godbout added that to get started with the gravel project along the park road, Noonan and Bradley should meet at the park and determine the scope of the project, then bring in contractors to complete estimates for the work. Christensen added that three quotes are needed. Bradley clarified that a minimum of three contractors need to be invited to submit quotes; if only one contractor responds, due diligence has been met. Lautner asked about how to get started with replacing the lattice work around the gazebo. Godbout responded that the lattice work is included in his \$40,000.00 Capital Improvement Program (CIP) submission for 2024. Also discussed was the need to schedule Michigan Municipal Risk Management Authority (MMRMA) to come out to the park and complete an inspection. Two tripping hazards that were identified at the park, a gap at the dock entrance

where the dock meets the shore, and a block of exposed cement at the base of the bent leg on the swing set, were items mentioned in need of mitigation. Also, the group requested removal of the barbeque grill that is too close to the playground.

Approval of Minutes – April 4, 2023, Committee Meeting:

Motion by Noonan to approve the minutes from the April 4, 2023, Old Settlers’ Park committee meeting. Seconded by Godbout.

Discussion – None.

Ayes – 4 (Noonan, Christensen, Godbout, Lautner)

No – 0

Motion Passes.

Music in the Park Request, Glen Lake Community Reformed Church:

Motion by Lautner to recommend to the Leelanau County Board of Commissioners to approve the “Music in the Park” request from Glen Lake Community Reformed Church, per all County policies. (Date yet to be determined – July 8, 14, or 15, 2023) Seconded by Christensen.

Discussion – Lautner commented that this function benefits the community. Christensen mentioned that there is no charge, but donations are accepted. Godbout said the church was advised that it is “first come, first served.”

Ayes – 4 (Christensen, Godbout, Lautner, Noonan)

No – 0

Motion Passes.

Public Comment:

None.

Board Member Comment:

None.

Motion to Adjourn:

Motion by Christensen to adjourn. Seconded by Noonan.

Ayes – 4 (Christensen, Godbout, Lautner, Noonan)

No – 0

Motion Passes.

With no further business to come before the committee, the meeting adjourned at 2:57 p.m.

Respectfully submitted:

Lori Eubanks, Recording Secretary