

**Prairieville Regular Parks Commission Meeting Minutes of  
March 25, at 6:30 p.m.**

CALL TO ORDER at: 1832 Hours

ROLL CALL (Designate who will be acting chair for this meeting in meeting minutes.):

Scott Kuebler chaired meeting

Judy Risdon, Kevin Loudon, David Haas, and Gary Baumgardner present

REVIEW / APPROVAL OF AGENDA: Motion to approve 1<sup>st</sup> Kevin 2<sup>nd</sup> Judy - Approved

REVIEW / APPROVAL OF MINUTES: Motion to Approve 1<sup>st</sup> Kevin 2<sup>nd</sup> Judy-Approved

TREASURER'S REPORT:

POOLED CASH AS OF END OF PREVIOUS MONTH: \$189,260.46

REVIEW/APPROVAL OF BILLS FOR PAYMENT: \$25,469.35

Motion to Approve Treasurers Report: 1<sup>st</sup> Gary 2<sup>nd</sup> Judy - Approved

CORRESPONDENCE: Youth Bass Tournament has moved from June to August

TOWNSHIP TRUSTEES MEETING, PARKS COMMISSION REPRESENTATIVES SCHEDULE:

|                |               |               |                  |
|----------------|---------------|---------------|------------------|
| April 17, 2024 | David Haas    | June 19, 2024 | Gary Baumgardner |
| May 15, 2024   | Scott Kuebler | July 17, 2024 | Judy Risdon      |

FEEDBACK FROM TRUSTEES MEETING: JUDY R.

- Trustees will release cell tower lease money reallocated for use by the police department if a new police car is not needed.
- Reported of parks visits

PARKS REPORT – PARKS MANAGER: TK

1. Status of job description creation for Parks Assistant Manager.
  - a. A copy of the job description was given to members for review.
2. Status of the purchase of 10 new picnic tables for parks.
  - a. Waiting approval from grant.
3. Status of project to install new concrete boat launch ramp at Center Street launch facility on Pine Lake.
  - a. Permit application has been submitted
  - b. Getting another quote for Upper and Lower Crooked Lakes
4. Status of purchase of Kayak Launch Aid for floating dock on Gull Lake.
  - a. Discussion of where to put the floating dock with a kayak launch was held. Decision was made to relocate floating dock to the ramp side of park and install kayak launch to the floating dock. Launch aid-will be ordered.
5. Water testing status
  - a. New water testing protocol required due to rising nitrate levels.

FISHING TOURNAMENT UPDATE - RECREATION DIRECTOR: Scott

Gull Lake: 62

Lower Crooked Lake: 3

Upper Crooked Lake: 42

Pine Lake: 13 @ Center St.

PUBLIC COMMENT (3 minutes - state name and address): Wayne Bourdo-Spring cleanup is complete. He is vacationing in Florida.

UNFINISHED BUSINESS:

1. Report from Sam Kirkwood on current status of his Eagle Scout project – handicap access to floating dock.
  - a. Gave recommendations for flower plantings at Gull Lake.
  - b. With the decision to move the floating dock, decision was made to remove old walking path in the play area and install new path to the dock by the ramp.
  - c. Sam will follow up with TK on placement and procedure.
2. Results of Commission Member Parks visits – Discussion followed. Copy attached to end of this report.
3. Status of CD for \$50,000 in Parks assets. Gary got a status report from Judy Pence on CD.
  - a. CD was purchased, interest rate - approximately 5%
4. Status report on where we stand on installation of new signage – David Haas
  - a. Will begin installing next week,
5. Status of revisions to ordinance 175 – Gary Baumgardner
  - a. Rod Goebel is publishing changes.

#### NEW BUSINESS:

1. Report on work of Media Coordinator (formally referred to as Face Book Coordinator) – Judy Risdon
  - a. Judy has spoken to her
  - b. Pay was again taken care of @\$50/quarter and time sheet will need to be filled out.
  - c. A timesheet was submitted for backpay from last year.
2. Election of Parks Commissioners: Fill out reelection forms at meeting, they need to be filed by mid-April.
3. Review and update 5-year plan. To be undertaken as time allows.
  - a. Discussion of new/more park equipment
  - b. Approved color of barn at Pine Lake rec

#### PUBLIC COMMENT (3 minutes - state name and address):

None

#### BOARD COMMENTS:

Scott-Thank you for coming.

Kevin-None

Gary-Thanks for coming.

Judy-None

Dave- Fix my gate code.

ADJOURNMENT at: 2025 Hours

# Notes From Prairieville Parks Inspections

## March 17, 2024.

### Gull Lake Park:

1. Water pooling under deck: It appears that drain under deck is clogged. Remove clogging debris and fill low spots if needed. T K is not sure this is the case. Take a closer look to verify.
2. Docks are touching water raise docks as needed.
3. Remove stumps where trees have been removed.
4. Install new grills as needed.
5. Rake, augment, or replace mulch around slide, we probably need to add mulch.
6. Remove or reset edging around hostas plants (by building).
7. Remove brush piles
8. Paint fence, and sign posts
9. Remove piles of brush and debris by storage shed.
10. Clear area around storage shed.
11. Cut back or remove bushes by emergency exit.
12. Paint "One Way" post.
13. Remove brush on entry way sea wall and fence (Can we do this without EGLE approval?).
14. Paint last panel of stream fence (South end).
15. Leaf cleanup along all curbs.
16. There is a sign post on the beach that used to have a sign that said "No Life Guard on Duty". Post is still there but the sign is not. We need to replace the sign if needed or pull the post.
17. Add rocks to bottom of boat ramps to fill in holes from power loading.
18. Facia on building lakeside has holes and needs replacing.
19. Water seal deck.

### Lower Crooked Lake Park:

1. Straighten parking lot barriers
2. Remove rotten wooden parking lot barriers.
3. Remove debris from area around boat launch ramps.
4. Pay envelopes: Maintain a supply of site use fee envelopes. There were no "use fee" envelopes in mail box.
5. Add more gravel to lower parking lot level.
6. Paint parking lot retaining wall. Add one section to the North.
7. Cut down and remove dead trees (2?) by ramp.
8. Dock was at an angle; does it need to be straightened?

### Pine Lake Recreation Area:

1. One swing seat is missing from swing set. Purchase baby or kiddie swing for this part of the swing set.
2. Paint swings red.
3. Add mulch as needed around playground equipment.
4. Old start sign for disc golf was on the ground. Does it need to be reset?
5. Ball diamond issues:
  - a. Paint or replace ball diamond player benches.
  - b. Remove weeds from infield
  - c. Drag infield to make it smooth for play.
  - d. Install bases
6. Drive parking lot barrier rebar pins flush with top of concrete barriers
7. Drag volleyball court to smooth out sand in playing area (looks like a kid in a dirt bike tore it up).
8. Paint pickleball court picnic table.

9. Resurface pickleball court
10. Pavilion needs some TLC
11. Repair roof of Pavilion as needed.
12. For new storage shed paint it rustic red.

#### Center Street Park:

1. Repair and repaint red fence around trash cans.
2. Fill in driveway holes.
3. Straighten red and yellow shore line sign post.
4. Paint yellow pay envelop collection tube.
5. Straighten concrete parking lot barriers. These were originally at an angle so boaters would park at an angle (makes parking easier)/

#### Parker Road Park:

1. Paint wooden fence around parking area.
2. Paint picnic tables as needed.

#### Municipal Park:

1. Home plate is missing from ball field. Install home plate.
2. Paint players benches.
3. Dog waist bag holder post is loose, straighten post and tamp earth to hold it in place.
4. Grill is very wobbly. Flatten bottom mounting plate that backs grill to make it more rigid without affecting the ability to rotate grill.
5. In playground area remove weeds in mulch.
6. Paint silver backstop posts and fencing.
7. Property signs found on the ground by player benches – are they ours? Do they need to be properly placed.
8. Straighten and paint monkey bar posts

#### Upper Crooked Lake:

1. Clean up boat launch ramp area.
2. Paint picnic table.
3. Can we install a grill for park goers use?
4. Adjust and straighten parking lot concrete barriers,
5. Dock height needs to be adjusted.
6. Paint yellow pay envelop collection tube.