



# Proceedings



## of the **BROWN CITY PARK AND RECREATION BOARD MEETING WEDNESDAY, SEPTEMBER 28, 2021**

AT THE BROWN CITY COMMUNITY ROOM, 4205 MAIN STREET [810-346-2325]

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**Present: Chairman Ron Marion, Boardmembers: Christine Lee, Tara Owens, Louis Martus - Burnside TWP Representative, Rick Mitchell - Maple Valley Supervisor alternate representative, and Matthew Taepke -Summer Recreation Representative, and Sean Hagey (arrived 7:11 PM).**

**Absent: Boardmember Thomas Zyrowski.**

**Guests: Mayor Julie Miller, City Manager Clinton Holmes, City Clerk Rhonda Johnson, Robyn Blakensey, Mike Juip, and Jim Siegler.**

**Meeting called to order by Chairman Ron Marion at 7:00 p.m.**

### **Correction and Approval of Minutes:**

**Motion by Tara Owens, second by Louis Martus, to approve the minutes of August 24, 2021 as written. Motion Carried.**

### **Pay Bills:**

**Motion by Christine Lee, second by Tara Owens, to approve paying the bills: \$3,983.52 (2913 – 2916). Motion Carried.**

### **UNFINISHED BUSINESS:**

- a. **Replace locks:** Discussion of locks that have been replaced.
- b. **Security camera status and WIFI availability:** discussion of negotiation for bids.
- c. **Opening/closing park:**
  - 1. Discussion of when to pull portable bathrooms. Consensus of board to return portable bathrooms before October 30.
  - 2. Discussion of winter use of the park. Consensus of the board to close the McMorran entrance November 1 and to keep the Cade Road entrance open depending on park road conditions.
- d. **Dumpsters/garbage removal/routine emptying trash cans:**
  - 1. Discussion of including trash can emptying into dumpsters in rental contract.
  - 2. Discussion of ways to involve youth organizations.
  - 3. Discussion of how groups are cleaning up after using the park and what happens if groups don't clean up after using the park.
- e. **Pavilion rental contract / booking procedures:**
  - 1. Discussion of revising rental contract for rentals after January 1,2022.
  - 2. Discussion of major events need to be approved by the board in person or in writing.
- f. **Subcommittees:**
  - 1. Discussion of proposed committee list with a request to bring suggestions and chairperson responsibilities ideas to next regular meeting.
- g. **Park and Recreation Plan:**
  - 1. Discussion of process of approval by DNR, Sanilac County, and City Council and urgency of submitting plan soon in order to be able to apply for grants.
  - 2. **Motion by Sean Hagey, Second by Matt Taepke, to have a working meeting of the Park and Recreation Board at Brown City Schools Administration building Board Room October 7, 2021 at 1:30 p.m. Motion Carried.**

**PERSONAL APPEARANCES:** None scheduled.

**PUBLIC HEARING:** None.

**PUBLIC QUESTIONS AND COMMENTS:**

1. Mayor Julie Miller reported on the volunteer work that has been done at the park since the last meeting. Mayor Miller thanked the following volunteers: Jim and Tammy Seigler, Tara and Jeff Owens, Kenny Childers, Richard and Christine Lee, Kevin Miller, Jamie Bird and Bella, Amish friend Raymond, Joe and Stacy Biel, Alex Bartle, and an anonymous donor and Brown City DPW.
2. Mayor Miller said the flag at the park needs to be lighted and lowered and raised as needed. Discussion of removing the flag for the winter to protect it from the weather.
3. Mike Juip asked about moving the picnic tables for the mower. Discussion of mowing schedule and adding concrete slabs under tables.

**REPORTS AND RECOMMENDATIONS:**

1. **Update on projects completed in the Park:**  
Discussion of water and electrical problems fixed.
2. **Set removal date for port-a-lets:** Discussion of removal between October 25-30 and winterization of pool pavilion.
3. **Current Balance:** \$28,230.10 –. (\$21,454.94 checking (includes \$3,200 in donations); \$6,775.16 operating.)
4. **Next regular meeting: October 26, 2021.**

**PETITIONS AND COMMUNICATIONS:** None.

**NEW BUSINESS:**

Two residents from Burnside Township would like to donate gravel and leveling of gravel to the park. **Motion by Christine Lee, Second by Tara Owens, to gratefully accept the donations of gravel, gravel delivery, and gravel leveling from Burnside Township. Motion Carried.**

**PUBLIC QUESTIONS AND COMMENTS:**

City Manager requested that agenda items for the next regular meeting be sent to him before October 19.

**ADJOURN:**

**Motion by Christine Lee, Second by Louis Martus, to adjourn at 8:33 p.m.  
Motion Carried.**

Respectfully submitted,

Rhonda Johnson  
City Clerk