



Proceedings



of the
**BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING
NOVEMBER 16, 2021**

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

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**Present: Board Members: Tara Owens, Sean Hagey, Ron Marion, and Rick Mitchell;
Board Alternates: Stacey Biel and Brenda Martus.
Absent: Matthew Taepke, Christine Lee, and Louis Martus.
Guests: City Manager Clinton Holmes, City Clerk Rhonda Johnson, Robin L. Blakeney,
Ron Campbell, and Joe Biel.**

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

APPROVAL OF MINUTES:

1. Regular Meeting October 26, 2021:

Motion by Tara Owens, Second by Sean Hagey, to Approve Minutes of Regular Meeting on October 26, 2021. Motion Carried.

PAY BILLS:

Motion by Sean Hagey, Second by Tara Owens, to Pay Bills from 10-27-2021 – 11-16-2021 as Follows: Brown City Park & Recreation Board: \$1,773.94 (2921 – 2922).

Motion Carried.

UNFINISHED BUSINESS:

1. **Locks:** Discussion of quantity and location of locks.
2. **Security cameras / Wi-Fi availability:** Discussion concerning the slow progress of Wi-Fi availability. Discussion of security cameras.
3. **Opening/closing policy/procedure/persons responsible:**
 - a. Discussion of winterizing procedures, schedule, and DPW needing keys to complete winterizing.
 - b. Discussion of leaving the park open for the resident use.
 - c. **Consensus of the Park and Recreation Board to lock the Cade Road gate and the gate by the pond until the ground freezes. The McMorran Street gate will remain open, and parking is restricted to the high north section until the ground freezes.**
 - d. Discussion of storage of picnic tables for the winter.
4. **Dumpster/Garbage:**
 - a. Discussion of calling Knox Disposal for last dumpster emptying of the year.
 - b. Discussion of locking dumpsters for the winter.
5. **Pavilion rental contract / booking procedures:**
 1. Tabled contract revision until a decision is made about the West (Pool) Pavilion renovation.
 2. Discussion of West Pavilion renovation inclusion in Park and Recreation Plan.
6. **Subcommittees:**

Discussion of subcommittee reports for next agenda.
7. **Park and Recreation Plan:**

Discussion of sections of DNR template that still need to be written and edited.
Discussion of completing a final draft by next meeting.

PUBLIC QUESTIONS AND COMMENTS:

1. Robin Blakeney suggested installing trail cams at gates to monitor license plates.
2. Discussion of installing signs to inform park users that they are being video monitored.
3. Joe Biel said he is donating tree trimming if volunteers would help with branch clean-up. Discussion of hiring people to work with ReLeaf Pro Tree Service and Appreciation to Joe Biel for the donation of his time, skill, management and equipment to care for the trees in the park.

Motion by Sean Hagey, Second by Tara Owens, to approve up to \$1,000 to allow ReLeaf Pro Tree Service to pay workers. Motion Carried.

REPORTS AND RECOMMENDATIONS:

1. South Pavilion will be painted in the spring.
2. Current balance: \$22,895.43 – (\$16,959.33 checking (includes \$3,200 in donations belonging to Park Board of Directors); \$5,936.10 operating.)
3. Amount paid to Brown City Sod to date: \$18,200 (Made donation of \$50 to stay at \$18,200.)
4. Next regular meeting:

Motion by Tara Owens, Second by Sean Hagey, to change the next regular meeting from December 28 to December 21, 2021. Motion Carried.

PETITIONS AND COMMUNICATIONS: None.

NEW BUSINESS:

1. Discussion of liability waiver for Hog Town Incorporated storage of their refrigerator, freezer and salad bar at the Cade Road Pavilion.

PUBLIC QUESTIONS AND COMMENTS: None.

ADJOURN:

**Motion by Stacy Biel, Second by Sean Hagey, to Adjourn at 8:03 p.m.
Motion Carried.**

Respectfully submitted,

Rhonda Johnson
City Clerk