

**MINUTES FOR THE**  
**BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING**  
**TUESDAY FEBRUARY 25<sup>TH</sup>, 2025 AT 7:00PM**  
**4205 MAIN ST, BROWN CITY/CITY HALL COMMUNITY ROOM**  
**[810-346-2325] EMAIL: browncty@greatlakes.net**

**PRESENT:** Tara Owens, Ross McIvor, Angel Kreiner, Louie Martus, Roger Burgess.

**QUORUM PRESENT:** YES. 5 out of 7 members present.

**ABSENT:** Matt Taepke or/sub Jody Richardson.

**GUESTS:** Julie Miller/Mayor, David VanCura, Officer Marc Perez, City Manager Charles Bennett.

Meeting called to order at 7:00PM by Chair Tara Owens.

**CORRECTION AND APPROVAL OF MINUTES:**

**MOTION BY** Louis Martus, **SECOND BY** Ross McIvor to approve minutes from October 22, 2024 as written. **MOTION CARRIED.**

**WORKING MEETING:** NONE

**PAY BILLS:** Questions about Attorney fees and Admin fees.

**MOTION BY** Ross McIvor **SECOND BY** Roger Burgess to pay the bills as presented. **MOTION CARRIED.**

**PERSONAL APPEARANCES:** Libbey Hall from Fellowship Bible Church requesting use of the Park on Saturday April 19<sup>th</sup> for the annual easter egg hunt. Libbey stated that this event is possible thanks to Fellowship Bible Church with help from the local businesses and local churches and volunteers. Easter Egg Hunt is at 1pm. Set up starts at 10am.

**MOTION BY** Roger Burgess, **SECOND BY** Ross McIvor to allow this event at the park. **MOTION CARRIED.**

**PUBLIC QUESTIONS AND COMMENTS:** NONE.

**PUBLIC HEARING:** NONE.

**RESOLUTIONS:** NONE

**REPORTS AND RECOMMENDATIONS:**

1. **CURRENT BALANCE:** Checking-\$28,772.47 Savings/Pool Pavilion-\$6,330.75, Fitness Court-\$9,037.36, Fitness Court CD-\$4,204.35.

Chuck stated that MI Class would be an option to earn some money for these accounts. Chuck will present to council to get approval.

2. **NEXT REGULAR MEETING:** MARCH 25, 2025 AT 7:00PM.
3. **NEXT WORKING MEETING:** None scheduled.

#### **COMMITTEE REPORTS:**

1. Athletic fields and Batting cages:
2. Driveways and Parking Lots: Louis Martus stated that he would Check on getting some gravel.
3. Playground Equipment: Tara questioned if inspection was done. Chuck stated that is was and he didn't have ready to present, will bring to next meeting.
4. Building Maintenance: Rotary bathrooms, water line broke/froze.

**MOTION BY** Louis Martus, **SECOND BY** Ross Mclvor to keep this building/bathrooms locked until further notice. **MOTION CARRIED.**

5. Events and Entertainment:
6. Park and Recreation Grants: Jared McPhail applied for grant for park.
7. City Manager: Kohler Oil gave \$1,000.00 for fitness grant.

**PETITIONS AND COMMUNICATIONS: NONE.**

#### **NEW BUSINESS:**

1. Welcome new members: Angel Kreiner and Ross Mclvor.
2. Board Elections, Chairman, Vice Chairman and Secretary, per City ordinance 31-205.2.

**MOTION BY** Ross Mclvor, **SECOND BY** Angel Kreiner for Tara Owens to Chair the Board.  
**MOTION CARRIED.**

**MOTION BY** Ross Mclvor, **SECOND BY** Louis Martus for Angel Kreiner to be Vice Chair of board.  
**MOTION CARRIED.**

**MOTION BY** Roger Burgess, **SECOND BY** Louis Martus for Ross Mclvor to be Secretary of board.  
**MOTION CARRIED.**

**MOTION BY** Louis Martus, **SECOND BY** Ross Mclvor for Julie Miller to take the minutes for this board. **MOTION CARRIED.**

**MOTION BY** Angel Kreiner, **SECOND BY** Tara Owens for Louis, Roger and Ross to be the Emergency committee. **MOTION CARRIED.**

**MOTION BY** Louis Martus, **SECOND BY** Roger Burgess for emergency committee to be allowed to spend up to \$400.00 if needed without prior approval or without a meeting. **MOTION CARRIED.**

3. Discussion on Park and Rec Boards role as an advisory board to Council.
4. Lawn Care RFP- City Council approved the wording and this has been posted.
5. PAVILIONS: RENT OR OPEN; Discussion on pavilions. Decision to keep North pavilion open with the sides wired open and to keep South pavilion closed and rent out.

**MOTION BY** Ross McIvor, **SECOND BY** Angel Kreiner to keep North pavilion open with doors chained open, keep south pavilion closed and rent out for a total of \$100.00, with a \$25.00 returnable deposit if pavilion is left cleaned, money to be returned only if Tara or Angel give the approval that its cleaned appropriately. **MOTION CARRIED.**

6. Porta-lets: Chuck to get pricing on these. Will bring back to next meeting. Discussion on each group using the park to be informed that they need to provide their own porta-lets for each event. Discussion on having 4 in park, 3 regular and 1 handicap.

#### **OLD BUSINESS:**

1. Question on Dumpsters. Dumpster included with City agreement for the park at no charge.
2. Chuck is reminding Little League that they need to provide proper proof of insurance for their organization before the season begins.
3. Louis requested that all groups turn in schedules, recommends a donation from each group.
4. Louis suggested that a rotary member be on this board.
5. Questions were asked about an extra shed being placed at park. Need to check on this.
6. Questions were asked about fencing being put back up, after it was taken down. Was stated that Steve Kohler purchased. This has not been brought before this board. Board said temporary fencing would be best.
7. Discussion on Board of Directors letter to council. They are narrowing down the list of entities that still exist and requesting verification if these want to continue to be involved.
8. Statement made that anything/buildings, playground equipment, etc is said to be "park property".
9. Park lease expires in January or 2026. Council needs to decide if they are going to sign the lease agreement with BOD.
10. Need to discuss the signs for rules at next meeting.

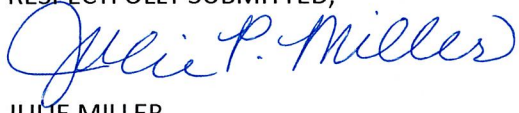
#### **PUBLIC QUESTIONS AND COMMENTS:**

Mayor Miller reported that she received a message from Mary Madia requesting that Hog Town would like to use the park again this year as it is the 20<sup>th</sup> year for this event that supports Marlette Hospice.

Discussion that Tara will do another pricing sheet for the pool pavilion to see if a fund raiser could be done and get some work done in there.

**ADJOURMENT: MOTION BY** Ross McIvor **SECOND BY** Angel Kreiner to adjourn meeting at 8:33PM.  
**MOTION CARRIED.**

RESPECTFULLY SUBMITTED,



JULIE MILLER