

MINUTES FOR THE
BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING
TUESDAY OCTOBER 22, 2024 AT 7:00PM
4205 MAIN ST, BROWN CITY/CITY HALL COMMUNITY ROOM
[810-346-2325] EMAIL: browncty@greatlakes.net

PRESENT: Tara Owens, Louie Martus, Roger Burgess, Walter Robison(arrival 7:10pm), Jody Richardson-sub for Matt Taepke.

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

ABSENT: Matt Taepke.

GUESTS: Julie Miller/Mayor, Officer Marc Perez, City Manager Charles Bennett, Jared McPhail(left at 8:20), Ross McIvor, Kevin Miller.

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

MOTION BY Louis Martus, **SECOND BY** Roger Burgess to have Julie Miller take Minutes for BC Park and Rec Board. **MOTION CARRIED.**

CORRECTION AND APPROVAL OF MINUTES:

MOTION BY Louis Martus , **SECOND BY** Roger Burgess to approve minutes from September 24th, 2024 as written. **MOTION CARRIED.**

WORKING MEETING: NONE

PAY BILLS:

MOTION BY: Louis Martus, **SECOND BY:** Jody Richardson to pay the bills as presented. See Attached. **MOTION CARRIED.**

UNFINISHED BUSINESS:

1. Elect Officers, Emergency Sub-committee: Tara read ordinance on electing officers. Discussion.
MOTION BY Louis Martus, **SECOND BY** Roger Burgess to elect Tara Owens as Chairperson of this Park and Recreation Board. **MOTION CARRIED.**
MOTION BY Louis Martus, **SECOND BY** Jody Richardson to elect Walter Robison as Vice Chairperson of this Park and Recreation Board. **MOTION CARRIED.**
MOTION BY Walter Robison, **SECOND BY** Louis Martus to elect Jody Richardson, Louis Martus and Roger Burgess as the EMERGENCY committee to make a decision without entire board present in an emergent situation. **MOTION CARRIED.**

2. Batting cage camera and estimate: Discussion on purchasing a new camera for the one that is located on the batting cages that is no longer working. Quote from M3 wireless is \$897.00. Price includes one camera, point to point 1 radio, switch, surge protectors and labor. Discussion on moving camera up higher to prevent damage.
MOTION BY Roger Burgess **SECOND BY** Walter Robison to purchase camera from M3 wireless and have them install camera and equipment, amended to add not to exceed \$950.00 to include moving camera to a higher location. **MOTION CARRIED.**
3. NHS Students to move tables to North and South Pavilions on October 29th, 2024. Tara to lock pavilions after tables inside.
4. Rule signage- Tara reported that she received quotes from Laser impressions for signs as follows 40"x59" for aluminum \$163.86 each, corrugated plastic \$84.21 each and 24"x36" \$59.95 for aluminum and \$30.83 for corrugated plastic. Tabled.
5. Pool Pavilion: skipped
6. Weight slab near track: Discussion: Tabled.
7. Alex Bartle: South Pavilion electrical work for Peak for cameras, \$310.00 for labor, 2 receptacles, whole panel surge protector.
MOTION BY Jody Richardson, **SECOND BY** Walter Robison to approve labor and supplies to complete electrical work for cameras for \$310.00 as listed above, 2 receptacles and whole panel surge protector and labor. **MOTION CARRIED.**

PERSONAL APPERANCES:

1. Jared McPhail: Rotary, to construct new pavilion at Park, 60'x80' near track. Tent that is rented each year is 40'x60'. Discussion on size and location of pavilion.
Discussion on where this pavilion is to be constructed. Board requesting stakes be put in ground with a drawing being presented also. Board would like to be presented this information before ground breaking begins. Amish contractor Ernest Slaubaugh is hired to do the work. Jared also Submitted for a grant for rotary for this project for concrete floor for 19K. Discussion as this is to be submitted to City Council for final approval pursuant to ordinance.
Jared also submitted for Chamber of Commerce, for a grant for \$3,940.00 through SCCF for resurfacing of basketball court at Park.

PUBLIC QUESTIONS AND COMMENTS: NONE.

PUBLIC HEARING: NONE.

RESOLUTIONS: NONE

REPORTS AND RECOMMENDATIONS:

1. **CURRENT BALANCE:** Checking-\$25,783.16 Savings/Pool Pavilion-\$6,457.09, Fitness Court-\$7,609.60, Fitness Court CD-\$4,000.00.
2. **NEXT REGULAR MEETING:** November 26th, 2024 AT 7:00PM.
3. **NEXT WORKING MEETING:** None scheduled.

COMMITTEE REPORTS:

1. Athletic fields and Batting cages: (Matt) Jody Richardson. Little league installed turf in dugouts. Discussion on lease for summer rec/little league. Discussion on lease. Decision to add Jody Richardson to athletic lease committee.
2. Driveways and Parking Lots-Louis, 1. gravel next year. 2. Discussion on gravel and water moving down onto Marlene Hill property, how to divert to pond. Steve Kohler to donate trencher to bore under dug out of field #3 near road. Louis, Roger and Jody to execute. MOTION BY Louis Martus, SECOND BY Jody Richardson to do this project not to exceed \$400.00.
3. Playground equipment, Courts and Trails- Inspection on playground equipment needs to be done. Louis and Chuck to do inspection.
4. Building maintenance: Cade Rd/Pool pavilion estimates available. No discussion.
5. Events and Entertainment: Tree Lighting on Main street December 6th, 2024.
6. Park and Recreation grants: Is every grant going to fitness court? No discussion.
7. City Manager: 1. Update on City's park lease with Board of Directors. Walter stated that he will present to City Council and request approval. BOD lease states that they will choose a representative for this park and rec board. Walter stated that BOD stated they feel that all buildings at the Park are considered "park property". 2. Email address. Tara will receive and email address to have contact with residents through this new email vs her own private email.
8. Sub committee: Ron Bennett, Frank Miller and Erik Burgess, Jamie Bird. Update on Athletic Field lease. Tara reported that she attempted to attend this meeting with a typed version that she typed up and was requested to leave. Committee did not appreciate changes made. Jody Richardson added to committee.

PETITIONS AND COMMUNICATIONS: NONE.

NEW BUSINESS:

1. Sub committee-work on track usage agreement next.
2. Email address/above. Yes to park having an email.
3. December meeting date is the 24th, Christmas Eve.

MOTION BY Jody Richardson, **SECOND BY** Louis Martus to move December meeting to the 17th. New Meeting date is December 17th, 2024. **MOTION CARRIED.**

PUBLIC QUESTIONS AND COMMENTS: NONE.

BOARD QUESTIONS AND COMMENTS:

Louis Martus requested that the new gate to be closed and the gate at the top of hill to be closed for winter and leave the McMoran street entrance and Cade Rd entrance open to allow people to utilize parking lots and park in winter time.

Walter Robison questioned Fence for fields 4 and 5, due to Steve Kohler stating in BOD meeting that he had purchased some fencing to be placed on those fields. Discussion. No decisions made.

Walter stated that BOD were hospitable to work with at their meeting that was held prior to Park and Rec meeting in September and changed the lease to read 30 years vs 20 years.

ADJOURMENT:

MOTION BY Walter Robison, **SECOND BY** Louis Martus to adjourn meeting at 8:53PM. **MOTION CARRIED.**

RESPECTFULLY SUBMITTED,

JULIE MILLER