

**PRESQUE ISLE TOWNSHIP**  
**Park and Recreation**  
**Regular Meeting Agenda**  
**October 30, 2023 @ 6:00 p.m.**

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**Call to Order**

**6:00 pm**

**Pledge of Allegiance**

**Roll Call:**

**Approval of Agenda:**

**Parks & Recreation Plan Draft Update: Presenter: Eric Szymanski, NEMCOG**

**Approval of Minutes: (September 25, 2023)**

**New Business:**

- Christmas Trees

**Member Reports**

**Leader/Liaison**

**Time**

TWP Board/Events (See attached report.)	Jennifer Wieczorkowski	5 min.
Facilities Manager (See attached report.)	Matt Bedard	5 min.
Committee Chair No Report	Norma Crouch	5 min.
Summer Programs No Report	Bonnie Moran	5 min.
Advertising/Trails (See attached report.)	Nancy Kinney	5 min.
Directional Signs No Report	Russ Kauffman	5 min.
Social Media No Report	Jan Lefevre	5 min.

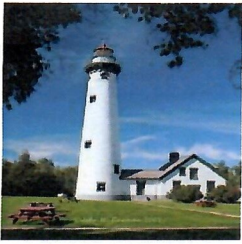
**Correspondence:**

**Audience:**

**Audience Comments:**

**Adjournment:**

**The Parks and Recreation Committee will meet again on Monday, November 27, 2023, at 6:00 pm.**



**PRESQUE ISLE TOWNSHIP**  
**Parks and Recreation**  
**Meeting Minutes September 25, 2023**

**Call to Order** N. Crouch called the meeting to order.

**6:00 pm**

**Pledge of Allegiance** The Pledge was recited.

**Roll Call:** J. Wiczorkowski, Jan Lefevre, N. Crouch N. Kinney, Bonnie Moran & Russ Kauffman

Audience: M. Tagliareni, Nancy Guregian

**Comments from the Audience:**

**Approval of Agenda:** J. Wiczorkowski motioned to remove Eric Szymanski from the Agenda. N. Kinney seconded the motion. All ayes; motion carried.

**Note:** Eric will come to the Planning Commission meeting on October 2, 2023 at 6:00 p.m. The Parks & Rec committee members will also attend the Planning Commission.

**Approval of Minutes:** (August 28, 2023) J. Wiczorkowski motioned to approve the minutes from August 28, 2023. B. Moran seconded the motion. All ayes; motion carried.

**Correspondence:** All members received J. Lefevre's email. N. Crouch received a memo from J. Rogers which noted ideas for the upcoming holiday season. N. Crouch postponed the discussion until October 30, 2023 to share their forwarded ideas.

**Member Reports**

**Leader/Liaison**

**Time**

TWP Board/Events (See attached report.) Jennifer Wiczorkowski 5 min.  
J. Wiczorkowski also discussed security at the New Lighthouse grounds during the filming of the Purple Gang movie.

Facilities Manager (See report) Matt Bedard 5 min  
M. Bedard gave a brief synopsis that Garrity Hall seats 56 people. Radio installations at the lighthouse park are complete. A recording is needed.

Committee Chair Norma Crouch 5 min.  
N. Crouch discussed mint, pepper spray and lavender will keep the deer away from the pumpkins. She also inquired who is paying the climbing fees for children. The children pay their own climbing fees. The Gift Shop Board will discuss climbing fees at a later date.

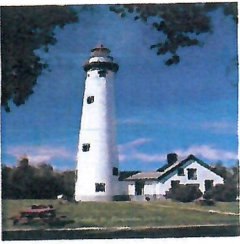
Summer Programs Bonnie Moran Nothing to report 5 min

Advertising/Trails Nancy Kinney 5 min.  
N. Kinney discussed trails signs with M. Bedard.

Directional Signs Russ Kauffman 5 min.  
R. Kauffman said signage is postponed due to budget constraints and the participating businesses would like to be part of the design.

Social Media No Report Jan Lefevre 5 min.  
J. Lefevre updated on Tree City USA. Her assistant is ill so she plans to find someone new to assist her with this project. She said the Road Clean-up is at 10:00 a.m. to Noon and volunteers should meet at Garrity Hall.





**PRESQUE ISLE TOWNSHIP**  
**Parks and Recreation**  
**Meeting Minutes September 25, 2023**

**Unfinished Business:**

- **Road Cleanup**  
J. Lefevre indicated the time for cleanup is 10:00 a.m. – Noon. Volunteers are to meet at the hall at 10:00 a.m. sharp for equipment, gloves, vests etc.
- **Autumn Lights Festival with Chili Cookoff**  
J. Wiczorkowski contacted S. Andrzejewski regarding pumpkins, corn stalks, etc. for this event. Four contestants have entered the Chili cookoff and what kind of prizes should be given to the winners. The wagon ride, petting zoo, pumpkins, mums, hay bales, cider donuts, hot dog with bun in a paper sleeve, craft items, etc. will be available. J. Wiczorkowski motioned to approve up to \$1,200 for all items for the Autumn Lights Festival and Chili Cookoff. A donation box will also be at the Autumn Lights Festival. R. Kauffman seconded the motion. All ayes; motion carried. Set up for the event will be Friday, October 13, 2023 at 6:00 p.m.

**Adjournment:** With nothing more to discuss, the meeting adjourned at 7:20 p.m.

**The Parks and Recreation Committee will meet again on Monday, October 30, 2023, at 6:00 pm.**

TO: Parks & Recreation Committee  
FROM: Jennifer Wieczorkowski  
DATE: October 30, 2023  
RE: Board of Trustees Report from October 9, 2023

Committee Members,

- Bike Trail Signage stakes are placed where the signs will be installed along Grand Lake Road.
- The Old Lighthouse furnace stopped working. The Board approved the purchase of a new furnace and installation.
- There will be a meeting between the PITMS and PITWP to discuss the current Museum Society Contract on October 19<sup>th</sup>, 2023.
- V. Fields from the Library thanked the Board for allowing the Story Walk to take place during the Autumn Lights Festival. FYI: the new librarian is Jane Beylis.
- Work is continuing at the Lighthouse Parks with work being done indoors.
- Fire Department expenditures were approved for a Stryker Chair, radios, and additional equipment needed for the new ambulance.
- A representative from MHR Billing attended the meeting via zoom and she discussed how the billing will be handled for ambulance runs.

<b>Autumn Lights Festival Re-Cap</b>	
Pumpkins	\$353.00
Gordon Food Service	\$163.40
Walmart	\$150.51
JoAnn Fabric	\$31.59
Amazon	\$218.10
4C Wagon	\$250.00
<b>Sub Total</b>	<b>\$1,166.60</b>
Donations Received	\$292.98
<b>Total Cost</b>	<b>\$873.62</b>

October 9, 2023

Memorandum For:  
Presque Isle Township, Board of Trustees  
From: Matthew G. Bedard, Facilities & Projects Manager

Subject: Project Status Report, October 2023

The first phase of contract repairs from the hail damage to the lighthouse and Range light parks facilities are nearing completion. We are currently awaiting metal decorative stamped shingles for the 1905 House front porch and overhead door locking hardware installation at the Old Lighthouse garage. The bell pavilion support post replacements are complete. The 1905 porch flooring, roof fascia and soffit repairs are complete. We have elected to complete the painting and finishing portions of this project in-house to save additional costs. Our lawn and walking trail maintenance is continuing throughout the parks and township properties.

#### 1. Facility Maintenance:

Job Order MB 5410323 is an installation project to replace the communication receiver and sending unit at the 1905 House and 1870 Facilities. The existing system utilized cellular transmission to communicate remotely with the central monitoring system. The new receiver has ethernet compatibility to connect with our Starlink internet service. Once connected, this capability should provide most consistent connectivity and service performance. Status: awaiting Wi-Fi upgraded sending unit installation.

Job Order MB 5430123 is a repair project to repair the outer affixed windows in the New Lighthouse Tower. Many of the windows have deteriorated or missing window glazing, cracked panes, or deteriorated frame support. Status: In progress, 90% complete.

Job Order MB 5440922 is a maintenance upgrade to extend a flexible branch line to a heating diffuser in the tool and maintenance room within Garrity Hall. This project will supply heat to the tool room where we store paint and cleaning supplies to prevent frost damage. Status: In Progress.

Job Order: MB 5440623 is a maintenance project to repaint the exterior walls of Garrity Hall. This project is 60% complete. Remaining walls on the south and east sides are in progress. Estimated completion: 1 November 2023.

#### 2. Project Management:

Work Order 5440323 is a new construction project to divide Garrity Hall into two user groups operations areas. We are installing a dividing wall between the overhead and personnel doors on the south side of the building to facilitate maintenance and operations functions and install a new personnel door on the north side to facilitate visitor functions next to the kitchen area. We will also divide and upgrade the lighting and install additional electrical outlets to support both functions within the facility. Status: in-progress, 50% complete, electrical installation is scheduled to begin on 9 October 2023.



Work Order 5210222 is a repair project to repair/repaint the water damage on interior of the southwest side of the Old lighthouse Keepers Cottage. Water intrusion from the roof was repaired from the hail damage insurance monies. This work will require plaster patching and repair, priming and painting of the walls and chimney chase. Status: Scheduled start for mid-October 2023.

Work Order 5710123 is a repair project to replace the exterior walls and roof of the second story in the Range Light tower display. The metal roof was damaged and funded for replacement as part of the hail damage. However, upon inspection, the walls and framing materials deteriorated beyond portioned repair application. Therefore, we have elected to temporarily seal and paint the roof and rotted fascia areas as an interim repair. This project will be planned for a complete repair/replacement of the second-floor walls and roof framing components in Spring 2024. Status: In planning.

Work Order 5420223 is a repair project to replace the septic drain tile from the 1870 building to the septic tank. The drain tile runs below the entrance driveway and has collapsed. We have trenched an access channel and are replacing the damaged tile with a new PVC pipe. We are also placing a sand bed above and below the line to protect the pipe from ballast rock fill. Status: Complete.

Work Order 5410123 is a repair project to repair the rotted window sills, casements, and framing of windows throughout the 1905 House. The windows are original to the 1905 construction. The repairs will maintain the integrity of the windows as period appropriate. Status: The contract has been awarded with an approved allocation of \$20,000 for this project. Awaiting start.

Work Order 5730123 is a maintenance project to re-stain the boardwalk, railing, and decking of the Range Light Boardwalk. The railing sustained some damage from hail; however, the damage did not warrant approval of re-staining costs throughout the boardwalk system. Status: In-planning, projected to begin in Spring 2024.

Sincerely,

//SIGNED//  
Matthew G. Bedard  
Facilities & Projects Manager

## Bev Huard

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**To:** Bev Huard  
**Subject:** FW: [EXTERNAL] Written Reports Due

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**From:** Kinney, Nancy <nkinney@emeritus.wccnet.edu>  
**Sent:** Tuesday, October 24, 2023 1:25 PM  
**To:** Bev Huard <adminassistant@presqueisletwp.org>  
**Subject:** Re: [EXTERNAL] Written Reports Due

Nancy Kinney - Trails Report

Action in October 2023:

The trail behind the privy at the 1870 Lighthouse was used for the Story Walk at the Autumn Lights Day celebration. Thanks for making it available, Matt & CO.

Not our trail, but—the DNR's trail to the 1840 Property was the site for the Pumpkin Stroll on the evening of October 14. Over 3500 people (7,000+feet!) enjoyed the many carved pumpkins and beautiful stars. Thanks, to Jill & CO and to the Alpena News for the publicity and the chance to promote our 1840 "Ghost" Lighthouse.

Nancy Pearson Kinney  
Emeritus Professional Faculty  
Washtenaw Community College  
Ann Arbor, Michigan

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