

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:

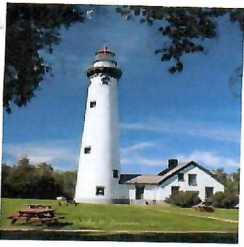
Approval of Agenda: J. Wiczorkowski motioned to remove Eric Szymanski from the Agenda. N. Kinney seconded the motion. All ayes; motion carried.

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 attached 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 the Township Hall.		



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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. Wieczorkowski 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.

Wieczorkowski 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: September 25, 2023
RE: Board of Trustees Report

Committee Members,

- Bike Trail Signage is in, and S. Lang will be working with David Kowalski of the PI County Road Commission to have them installed. S. Lang and Bob Doyle will mark the locations of the signs with spray paint.
- Early Voting – Proposal #2 – Cynthia Paavola advised the board that she will be meeting with the County Clerk and the other unit Clerks to discuss the new voting requirements for the upcoming elections. She will apprise the board once she has more information.
- Research was done on the property that was thought to have been donated to the Township for public use back in the 1960's. The findings did concur that since the Township removed it from the plat, that it was and is in fact property operated by the Township.
- The Board approved the Movie Contract pending any changes or modifications by the Township attorney.
- Expenditures for the upcoming Giving Tuesday Campaign were supported by the Township. These funds will come from the Community Foundation Fund.
- The board amended its original motion of contributing \$80,000 for the improvement of Highland Pines and 638 Hwy to that of \$95,000 due to the rising costs.
- An update was provided on the contract between the Township and the City of Alpena for Ambulance Services. The contract will be for 90 days, at \$1,000 per month and \$250 for each run. After much discussion it was determined that PI Township Fire Department will begin providing Basic Life Support. Further discussion was had regarding a potential purchase opportunity. The board voted to purchase a used ambulance with power lift, upon a successful inspection, for \$110,000. The contract with the City of Alpena will then reflect a cost of \$350 for each call and transport and no monthly cost.

August 14, 2023

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

Subject: Project Status Report, August 2023

Our contracts for hail damage repairs to the lighthouse parks facilities and real property assets are fully in-progress. The cedar shake roofing of the 1870 building is 95% complete. Old Lighthouse garage is complete with asphalt shingle replacement and the new overhead door is installed; remaining work is at 60% complete. The Old Lighthouse cottage is 50% complete with a cedar shake replacement. The bell pavilion roof replacement is complete; however, we identified additional support post deterioration requiring some additional work from our contractor to repair those damages. The next phase of work will begin with the 1905 house roof. The metal roof will be replaced with cedar shakes. The porch roof will also require extensive framing repair. The traffic speed bumps project, throughout both parks, is 90% complete with one section left to place at the Old Lighthouse Road. Lawn maintenance is continuing throughout the parks and township properties.

1. Facility Maintenance:

Job Order MB 5410223 is a repair project to repair/replace the communication receiver and sending unit at the 1905 House Museum Facility. 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: In-progress.

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, 75% complete.

Job Order – MB 5220119, is a repair project to replace the rotted areas of the service garage fascia and door panels. Additional work requires repair and painting of the garage door. Status: Changed to a Work Order, scheduled for Summer, 2023 and after other identified damages from the May 2022 Hailstorm are repaired under contract. Status: In-progress, 60% 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 5470623 is a repair project to repair, replace, and re-paint the range tower display at the entrance of the New Lighthouse Park. We are replacing the signal sign

with new plywood and paint, sanding, priming, and re-painting the tower assembly.
Status: In-progress, 50% complete.

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.

Work Order 5410221 is a repair project to repair/replace rotted areas, seal, and re-paint the front steps, and covered porch decking of the 1905 House Museum. The steps, railing, and decking are rotted and need a full replacement. This work is independent of the damage and subsequent funding from hail damage insurance monies. Status: The step treads and risers have been replaced, in-house. Decking replacement is awaiting cost estimate proposals.

Work Order 5430323 is a new installation project to install an antenna and transmitter on the lower railing of the New Lighthouse tower. This equipment will provide looped information recordings to visitors, via amplitude modulation (AM) radio frequency. The AM broadcast will only transmit in a range of the park grounds proximity. Status: In-progress.

Work Order 5470423 is an upgrade project to replace six deteriorated picnic tables throughout the parks. 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.

Sincerely,

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

