

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

**Call to Order:** N. Crouch called the meeting to order at 6:00 p.m.

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

**Roll Call:** J. Wiczorkowski, J. Lefevre, N. Crouch, N. Kinney, B. Moran, R. Kauffman

**Approval of Agenda:** N. Kinney motioned to approve the agenda as written. B. Moran seconded the motion. All ayes; motion carried.

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

Eric sent the plan for review and approval for the 30-day period. The notice will be in the paper November 2<sup>nd</sup>. Two things were discovered (1) a CMI grant received for the new lighthouse that the DNR doesn't acknowledge in their system and (2) an email from R. Kauffman and J. Wiczorkowski on changes to be made. T. Guyer, N. Kinney and J. Lefevre noted they also have edits. The changes will be made before November 2, 2023 and Eric asked the edits be e-mailed to him. He will review and add to the Rec Plan draft. There will be a posting regarding the new Recreation Plan in the newspaper and a notice will be posted on the door of the Township Hall. Copies of the draft will be placed at the P.I. Harbor Association and at the Library. Residents are welcome to review the Recreation Plan Draft at the Township Hall for the 30-day period. The next meeting regarding the plan will be Monday, December 4, at 6:00 p.m. for the Planning Commission to approve and adopt the Rec Plan and recommend to the Board of Trustees for final adoption. The Board of Trustees meeting will be held on December 11, 2023 at 4:00 p.m. J. Lefevre motioned to approve the Rec Plan for the 30-day review period. N. Crouch seconded the motion. All ayes; motion carried.

**Approval of Minutes:** (September, 2023) J. Wiczorkowski motioned to approve the minutes with the correction to the Township Hall rather than Garrity Hall. N. Kinney seconded the motion. All ayes; motion carried.

**New Business:**

- Christmas Trees

The Women's Club would like to use Garrity Hall to serve hot chocolate, etc. for the Community Christmas Event. J. Wiczorkowski said a Christmas Tree display at the New Lighthouse would be great and needs the Facility Manager to concur and oversee the installation of the Christmas trees. Community involvement could be involved to decorate the trees. The lighting of the Christmas trees will be on December 9<sup>th</sup> with Christmas caroling and other activities at the Community Christmas Event. The trees will be up until March, 2024. The Parks & Rec will supply the trees, lights, power strips, etc. The cost will be passed on to the sponsors of the trees. J. Wiczorkowski motioned to approve up to \$1,500 for the Christmas Tree Light Program to cover all expenses. R. Kauffman seconded the motion. Roll call vote. All ayes; motion carried.

**Member Reports**

**Leader/Liaison**

**Time**

TWP Board/Events (See attached report.)

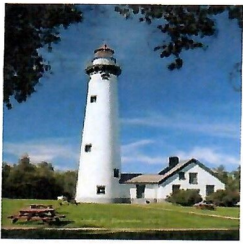
Jennifer Wiczorkowski

5 min.

Facilities Manager (See attached report.)

Matt Bedard

5 min.



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Committee Chair No Report

Norma Crouch

5 min.

M. Tagliareni mentioned the Museum Society has been working on funding Giving Tuesday and indicated only one yard sign was received from the Community Foundation.

Summer Programs No Report

Bonnie Moran

5 min.

B. Moran reported she already contracted with the Brad Corpus Band for 7/3/24 for \$200. If concerts are rained out, she is trying to have bands play on Thursday. Additionally, she reminded the bands their music should be appropriate for family events.

Advertising/Trails (See attached report.) Nancy Kinney

5 min.

Discussion was held about the successful Pumpkin Stroll and that 3,500 visitors were there. Better parking and safety measures were discussed.

Directional Signs No Report

Russ Kauffman

5 min.

Social Media No Report

Jan Lefevre

5 min.

The Facebook page and Instagram will expand to see all Presque Isle Township events and not just Parks & Recreation.

**Correspondence:** N/A

**Audience:** 7 residents and two via ZOOM

**Audience Comments:** Nancy Gurgegian asked about using the trail for the Story Walks.

**Adjournment:** N. Crouch adjourned the meeting at 7:21 p.m.

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

Respectfully submitted by Bev Huard, Admin. Assistant, 11/2/23



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

**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