



**Presque Isle Township
Parks & Recreation Meeting Minutes - Draft
August 26, 2024 - 6:00 p.m.**

Call to Order	6:00pm
Pledge of Allegiance	Pledge was recited.
Roll Call	Present: Chair Norma Crouch, Secretary Nancy Kinney, Board Liaison Jennifer Wieczorkowski, and members Bonnie Moran, Russ Kauffman, and Jan Lefevre. Absent: None.
Approval of Agenda	A motion was made by Moran, supported by Lefevre, to approve the agenda with the addition of "Fall Road Cleanup" to Old Business. All ayes. Motion carried.
Approval of Minutes (July 29, 2024)	A motion was made by Crouch, supported by Wieczorkowski, to approve the July 29 th minutes. All ayes. Motion carried.
Old Business <ul style="list-style-type: none"> a. Labor Day Picnic b. Christmas Tree Sponsor Update c. Fall Road Cleanup. 	<p><u>Labor Day Picnic:</u> The committee discussed plans for the upcoming Labor Day picnic which will take place on Saturday, August 31st from 11am-1pm. A motion was made by Wieczorkowski, supported by Kauffman, to approve a budget of no more than \$250 for food. Roll call vote. Yes: 6. No: 0. Motion carried.</p> <p><u>Christmas Tree Sponsor Update:</u> Crouch reported that she and Wieczorkowski sent letters to last year's Christmas tree sponsors and gave them until October 15th to respond. After that, all available trees will be offered to the public. Lefevre offered to advertise the trees online if any are still up for grabs in October. The committee then discussed last year's Christmas tree lighting ceremony and improvements that could be made for this year's event including having a microphone. The Christmas tree lighting will be held on December 7th.</p>

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	<p><u>Fall Road Cleanup</u>. The committee discussed possible dates for the cleanup and agreed on Saturday October 5th from 10am-noon with a rain date of October 6th. Next, they talked about ideas for the upcoming chili cook-off on October 12th and considered ways to improve the anonymity of the competitors.</p>
<p>New Business</p>	<p>None.</p>
<p>Member Reports</p> <ul style="list-style-type: none"> a. TWP Board/Events – J. Wieczorkowski b. Facilities Manager – M. Bedard c. Committee Chair – N. Crouch d. Summer Programs – B. Moran e. Advertising/Trails – N. Kinney f. Directional Signs – R. Kauffman g. Social Media – J. Lefevre 	<ul style="list-style-type: none"> a. Wieczorkowski reported on three (3) items from the 8/12 Board of Trustees meeting: <ul style="list-style-type: none"> 1. <u>Special Assessment for Road Paving</u>: The board heard objections to the paving of Lake Street and Fireside Hwy. Most arguments were concerned with speeding and cost. 2. <u>Lotus Pond Phragmites Removal</u>: The board agreed to contribute up to \$2,000 toward the \$7,820 project. 3. <u>ARPA Funds Resolution</u>: The board is currently awaiting a more accurate cost estimate for the new parking lot at the New Presque Isle Lighthouse before it earmarks the funds in an official resolution. Wieczorkowski also discussed the board’s interaction with the State Historic Preservation Office and its preference for the lot’s location. b. Report attached. Wieczorkowski also reported that a new grill is being placed at the Foghorn Pavilion. She also stated that new gates are being installed at the Old Lighthouse to allow for off-street parking when the lighthouse is closed. c. No report. d. No report. e. Kinney submitted an idea for the proposed park development across from the township hall. “Nature’s Megaphone” is a wooden acoustical magnification device that visitors can climb into and

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	<p>listen to amplified nature sounds. The committee was receptive to the idea. Kinney agreed to forward an article about the megaphone to the members.</p> <p>f. Kauffman discussed the progress of the new directional signs and submitted a picture of the proposed design. He reported that the estimated time of completion is unknown.</p> <p>g. No report.</p>
Correspondence	<p>Wieczorkowski reported that she received a letter from Carrie Morrison, organizer of the Light Up the Sky 5k event which took place on Memorial Day weekend. Morrison thanked the committee for their support and noted that the event had raised \$3,400 for the Presque Isle Harbor fireworks.</p>
Audience Comments – 3-minute limit per	<p>Mary Tagliareni of the Presque Isle Township Museum Society stated that the group held its annual meeting on August 5th. She provided copies of their annual report and relayed the names of the new PITMS board members.</p>
Adjournment	7:02pm.

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August 8, 2024

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

Subject: Project Status Report, July 2024

Repair and maintenance operations on the park grounds, trails, equipment and Township facilities are continuing. Our maintenance UTV vehicle has been repaired and in regular use. Grass cutting and trimming of our parks has been steadily maintained, and we have begun our mid-season trail maintenance. .

1. Facility Maintenance:

Job Order MB 5430124 is a replacement project in the kitchen area of Garrity Hall. We ordered and installed a roll-up security door to provide closure and security between the serving window of the kitchen and receiving area in the dining room. Status: Complete.

Job Order MB 5470224 is a repair and replacement project for the BBQ grills near the Foghorn pavilion. The existing grills have rusted and deteriorated beyond functional use. We have installed two new grills, posts, and mounts. Status: Complete.

Job Order MB 5410124 is an upgrade project to increase the number and load capacity of exterior outlets located on the exterior walls of the 1905 House. The current double-receptacle box is near its maximum load drawn from activities in the New Lighthouse Park. We replaced the exterior outlets with 20-amp GFCI receptacles; breaker and service panel upgrades are needed to increase load capacity. Status: Awaiting cost estimate.

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 70% complete. Remaining walls on the south and east sides are in progress. Status: Rain delays in June have delayed to projected re-start.

Job Order: MB 5210224 is repair project to replace the exterior screen doors on the east and west entrances in the Old Lighthouse Keeper's Cottage. Status: In progress.

Job Order: MB 54706 23 is a repair and installation project to replace several broken windows in the 1870 and Garrity Hall facilities. Additionally, we are installing a new screen door in the dining area of Garrity Hall. Status: In progress.

2. Project Management:

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. Status: On Hold.

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 2024. Status: Awaiting start. Estimated cost: \$3600.

Work Order 5210123 is a new installation project to install three entrance security gates near the center turnaround site, on the entrance road to the Old Lighthouse park. We have awarded the construction and installation project to Sunrise Fencing. The cost estimate is: \$5100. Status: Awaiting contractor 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 progress, 75% complete.

Work Order 6930224 is a grounds improvement project to replace four dead trees in the new section of the cemetery. New sugar maple trees have been planted and are being regularly watered until they are established. Estimated cost via nursery contract: \$3800. Status: Complete.

Sincerely,

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

Welcome to



PURE *P* RESQUE ISLE

36X96

← 3 P I TOWNSHIP PARKS

← P I STATE HARBOR

← TWO HEARTED CHARTERS

← DERBY'S TACKLE

← SUZY'S BAR & GRILL

← PORTAGE STORE & DELI

← LIGHTKEEPERS MUSEUM

← 3 HISTORICAL MARKERS

CAMP CHICKAGAMI →

PRESQUE ISLE CEMETERY →

SPITLER SHORE →

G L SPORTSMAN'S CLUB

LAKESHORE REALTY →

UP NORTH STORAGE →

GRAND LAKE LIBRARY →

GLA HOMESTEAD & PARK →

GRAND LAKE CHAPEL →

BIRCH HILL GROCERY →

PRESQUE ISLE LODGE →

LEGACY BUILDERS →

GRANDLAKE HOTEL →

FIRESIDE INN RESORT →

STONEPORT QUARRY →

BAYSIDE BAIT →

3 HISTORICAL MARKERS →

48X96

32X96

GRAND LAKE RD & 638