



**Presque Isle Township
Parks & Recreation Meeting Agenda
September 30, 2024 - 6:00 p.m.**

Call to Order	
Pledge of Allegiance	
Roll Call	
Approval of Agenda	
Approval of Minutes (August 26, 2024)	
Old Business <ul style="list-style-type: none"> a. Labor Day Picnic Recap b. Road Cleanup c. Autumn Lights Festival d. Christmas Tree Sponsors 	
New Business	
Member Reports <ul style="list-style-type: none"> a. TWP Board/Events – J. Wiczorkowski 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. In packet. b. In packet. c. No report. d. No report. e. No report. f. No report. g. No report.
Correspondence	
Audience Comments – 3-minute limit per	
Adjournment	

Meeting Reminder: Monday, October 28, 2024, at 6:00 P.M.

TO: Parks & Recreation Committee
FROM: Jennifer Wieczorkowski
DATE: September 26, 2024
RE: Board of Trustees Report from September 9, 2024

- Open to the public - PIHA will be offering flu shots and COVID boosters on Wednesday, October 2nd from Noon – 2pm. They will also be hosting a blood drive on Tuesday, October 15th from 10am – 2pm.
- An audit report overview was presented by a member of the auditing firm Schulze, Oswald, Miller and Edwards for the township's fiscal year 2023-2024.
- Lotus Pond Phragmites project will proceed, and Holcim has agreed to pay the difference between the amount collected from the property owners and total amount due. This will ensure that the project is completed.
- The township board discussed setting a fee structure for those who wish to utilize the lighthouses for either a movie location or paranormal location. The board approved the cost of \$500 a day for movie set and \$400 for an evening for ghost hunters.
- Master Plan has been sent out to the surrounding municipalities for a 63-day review, as required. The Master Plan will then go back to the PC and if no changes a final public hearing will be held. After the public hearing and with a recommendation from the Planning Commission it will go before the board of trustees for consideration and formal adoption.

September 9, 2024

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

Subject: Project Status Report, August 2024

Repair and maintenance operations on the park grounds, trails, equipment and Township facilities are continuing. Our mid-season trail maintenance is complete. We are continuing with scheduled facility maintenance and repairs throughout the parks.

1. Facility Maintenance:

Job Order MB 5420624 is a repair project to the windows of the 1870 Keeper's House. Several frame and sash components are deteriorated on the exterior frames, in both the first and second floor areas. We are manufacturing custom replacement frame components and replacing the old ones as needed Status: In Progress.

Job Order MB 5740224 is a replacement project to install a new BBQ grill near the Range Light Park pavilion. There is one existing grill near the playground equipment, on the north side of the property. This grill has been underutilized due to its distance from the pavilion. The new installation will be closer to the pavilion and parallel to the sidewalk. Status: In Progress.

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: Paused.

Job Order: MB 5440623 is a maintenance project to repaint the exterior walls of Garrity Hall. The remaining walls on the south and east sides are in progress. Status: 75% complete.

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: Complete.

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: In Progress, 30% complete.

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: Complete.

Work Order 5470124 is a grounds improvement project to create an overflow parking area near the entrance to the New Lighthouse Park. The parking plan will provide 50 additional parking spaces, as well as drive-through parking for RV and vehicle-trailer configurations. We have received a drafted plot plan and solicited two proposed bids thus far. Currently, the lowest bid is \$53.4K. We are also working with SHPO for site location approval. Status: In Planning.

Sincerely,

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