

**Charter Township of Van Buren
Recreation Committee Meeting Minutes
April 9, 2019**

CALL TO ORDER: The meeting was called to order at 5:41 p.m. by Tammy Wall.
Members Present: Denise Willoughby, Todd O'Neill, Tammy Wall, and Kimberly Nofz
Excused: Clerk Wright and Daniel Belanger
Unexcused: Charles Coleman
Staff Present: Director Wright, Deputy Director Zaenglein, and Secretary Dohring.
Audience: 0

APPROVAL OF AGENDA:
Motion O'Neill, Willoughby seconded to move Old Business item 4 Fireworks Bid 2019 to item 2 under New Business on Agenda. ***Motion Carried.***

APPROVAL OF MINUTES:
Motion O'Neill, Willoughby seconded to approve the minutes from December 11, 2018 as presented. ***Motion Carried.***

OLD BUSINESS:

1. Van Buren Township Park Memorial Brick Program Policy:
Deputy Director Zaenglein presented options that other communities use. Most communities do commemorative trees and/or benches in designated areas within a price range. The communities that use bricks generally have a specific structure built with the bricks. An indoor option would be a metal wall tree with metal leaves or placecards that could be purchased. Deputy Director Zaenglein stated they are still looking for input on location and options.
2. Splash Pad at Quirk Park:
Director Wright overviewed the most recent Project Recap from the DDA. Construction will begin in May, and recreation will need to provide port-o-johns for upcoming scheduled events. DDA has allocated \$480,000 towards the Splash Pad, with the Van Buren Civic Fund donating \$200,000. Mr. Covington will cover the cost of the memorial area for his daughter, Egypt. Annual cost approx. \$21,967 including water consumption, for the whole season. Size of the Splash Pad is approximately 6359 feet, making it the largest in Wayne County. Committee discussed maintenance and hours of operation.
3. Space Needs Assessment: Director Wright recapped the upcoming improvements to begin in May for the multi-purpose rooms, the lobby and the recreation front desk area. Clerk Wright has suggested a feasibility study for a separate multi purpose building for Recreation activities.

NEW BUSINESS:

1. Review Recreation Instructor Class Proposal Packet for Lauren McEachran yoga instructor: Director Wright presented the updated instructor handbook and mentioned that instructors will need to carry liability insurance or sign a hold harmless agreement. Director Wright shared that Lauren will offer a Tuesday evening beginners class from 7pm-8pm, and a Thursday evening advanced class from 7pm-8pm. Willoughby moved, O'Neill seconded to approve the Class Proposal for Lauren McEachran as presented.
2. 2019 Fireworks Bids: Director Wright stated that 5 requests for for bids with a \$10,000 cost limit were sent out and 2 companies responded. Zambelli Int. & Melrose. The committee discussed the difference between the two bids. Fireworks date of Sat. June 29, 2019, and rain date of June 30, 2019. O'Neill motioned to approve the Zambelli Int. bid as presented, Willoughby seconded.

General Discussion:

1. Recreation Updates:
Director Wright recapped the Iron Bell Trail meeting from the previous evening. It was about a 45 minute presentation with 50 people present. The discussion covered the concerns of the location, different routes and the PEA scoring system. It will be discussed at the work study on Monday April 15, 2019, and voted on at the Board meeting on Tuesday April 16, 2019. PEA does have a preferred suggested route. There have been grants applied for, a reimbursement grant with the MDNR has been applied for and received \$300,000 with the Township contributing \$100,000. Van Buren Township is the last link to get all the trails connected.
Director Wright discussed upcoming Spring events. Saturday April 13th, Hoppin Hulabaloo & Magic Show, May 5th, Mother/Daughter Tea with special guest Mary Poppins, and Mother/Son Bowling on May 10th.
Director Wright stated the New Lake Ledger for Spring/Summer is available on the website and facebook and 8500 copies will be delivered soon thru Fast Flyer.
2. Park Updates:
Deputy Director Zaenglein discussed the Comcast Cares volunteer event will be held May 4th with a pancake breakfast. There should be about 200 volunteers. Kick off will be in Van Buren Park, volunteers will be spreading mulch, staining, cleaning up the community garden, etc.
Riggs Park will have a prescribed burn in May- 156 letters were sent to nearby residents.
Another DPW worker will be added to take care of the Parks for the Summer season. Part-time employees can qualify for paid medical leave based on the new labor laws. Deputy Director Zaenglein mentioned the concert series will be in the Senior Activity Garden starting in July. The Summer Rocks Painting will be June 8, which was very popular last year. A new program- Watercolor painting workshop will be May 11th.

Deputy Director Zaenglein has completed her training to be a certified CPR/AED/First aid trainer.

Director Wright commented that new Park Ordinances will be going to Board for approval.

Adjournment: Motion Wall, O'Neill second to adjourn the meeting at 6:50 p.m.
Motion Carried.

Respectfully Submitted,

Tammy Dohring
Recording Secretary