

**FINAL
CHARTER TOWNSHIP OF COMMERCE
PARKS AND RECREATION COMMITTEE MEETING
Monday, May 17, 2021
2009 Township Drive
Commerce Township, Michigan 48390**

CALL TO ORDER: Chairperson Petsch called the meeting to order at 7:00pm.

ROLL CALL: Present:

- William Petsch, Chairperson
- Rachel Kast, Vice Chairperson
- Barbara Garbutt
- Linda Champagne
- Bob Berkhaiser
- Johnny Walker

Absent:
Also Present:

- Recreation
- Allison Kennedy, Asst. to Parks & Recreation Director
- Mark Schoder, Maintenance Director
- George Weber, Township Board Trustee

COMMUNICATIONS:
None.

APPROVAL OF MINUTES:

MOTION by Garbutt, seconded by Walker, to approve the April 26, 2021, Parks and Recreation Committee Regular Meeting Minutes as written.

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENTS

Chairperson Petsch opened to Public Comments.

Jim Meenahan – I've been a member of the Friends of Byers for 16 years. I've asked for this particular point for my own situation. Last weekend my oldest daughter was visiting. She is a restoration architect. While she was here, she asked me if she could have a tour of the Byers place and the farm. When she was doing her masters at University of Michigan, her thesis was on the relocation of the Horse Farm, so she has been close to that for many years.
She asked what our next program is. I told her we are working very hard on the restoration of the historical marker, but it's going to cost money and time. She offered to donate \$5,000, dedicated toward the marker. I know we've been talking for about 15 years on the restoration of the Byers Farmhouse. I'd like to know if you're really going to do it and if you have plans. I'm asking her not to give the funds if a resolution is made to demolish the Farmhouse.

Chairperson Petsch – Demolishing the home is not in the plan. We're working to repair the home to be used, so that we could let a limited number of people get into the house. We're working in that direction, so let's discuss this under Byers.

Ms. England – I can give a quick update too on the house. We have met with the contractor and we are working on the final bid specs to get that sent out for a cost estimate, which will come back here and then go to the Township Board. It is moving forward, and the final decisions will be made by the Parks Committee and the Township Board.

Mr. Berkeiser – There's research that's going to be required to establish that. Is she going to do the required research to put together the package for it? Is she willing to do that?

Mr. Meenahan – I did not ask her to do that. Ellen Smith and I are on a committee.

Ellen Smith – We're working on it right now. That's a very generous donation.

Chairperson Petsch closed to Public Comments.

ITEM 1: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT
Motor City Mountain Bike Association – Mike Kearney

- We did have our second trail day yesterday with elementary, middle and high school youth cyclists. We got a lot of work done and we're up to about 80 hours of volunteer work done over the past few months.
- We talked last week about Wise Road and potential opportunities there. You recommended we put together a proposal. We're working on something generic to start a dialogue to discuss possibilities.
- I should be meeting with Jay this week or next to talk about the east connector. That project has been stalled for a couple years for now.

Mr. Berkeiser – As far as the potential at the Wise Road property, there was some conversation had. If you have a person chairing that, get with Emily and we can get together. That park is my responsibility. We had talked about trying to integrate walking trails with bike riding trails.

Mr. Kearney – Yes, we can definitely talk. We're open to both. We're doing a similar thing with the City of Northville, and of course even at Hickory Glen, we still maintain the two tracks.

Vice Chairperson Kast – Are you familiar with the area at Wise and do you have an idea of where you'd like to put something?

Mr. Kearney – We would do most of our building on the north side, since I don't think that's planned to be developed. On the south side, if we did anything, it would be to the south and west of the river. When you get by the cemetery, all of those trails are actually in really good shape. We could just come in, put some signs up and work with you to get the dirt bikes out of there.

Chairperson Petsch – We would definitely like to see plans to prevent mountain bikers from going through the cemetery. We're having problems with that now.

Mr. Kearney – I totally understand. Unfortunately, we don't really have control over anyone on a bike.

Chairperson Petsch – I understand, but designating the trails and posting signs in that area. The more you can do to help out.

Mr. Kearney – Absolutely. We will have dialogue on that and also discuss official access.

Vice Chairperson Kast – There have been more people crossing from the library.

Mr. Kearney – Yes, the property is for sale across from the Library.

CW3 – Chris Haney

Ms. England shared the following from the CW3 report that was submitted:

- Spring season is halfway through.
- There are multiple matches every weekend, and a few weeknight matches.
- Parking has definitely been an issue.
- The waste line construction – Will they be compacting, leveling, and seeding the two boring site areas adjacent to Field #1 and the bike path?
- The league is excited that the bathrooms are now open.

Ms. England – I know we've had Board members, Parks members and staff who have witnessed parking issues.

I will get with Jason about the waste line construction.

Lakes Athletics – Tracey Proghovnick

Mr. Springer had submitted a written report, and Ms. Proghovnick shared the following:

- The season is going well.
- We had our first tournament.
- We paid for the dust control application so we can alleviate complaints from neighboring homes.
- We have more tournaments coming up; Memorial Day, and then June 26th, July 24th and August 7th.
- We are playing really every night on the field, and that's why I'm here. All the coaches are coaching tonight.
- Josh wanted me to ask if there was any update on when the Richardson Center might be open for meetings we used to hold there.
- He also had a question about the windcreens for the backstops, which were suspended due to COVID last year.
- The good news is that the issues with dog owners and garbage cans have been curbed a little bit because we are playing so much. We are still seeing a lot of dogs without leashes on the bike paths. That is an ongoing issue.
- He also wanted to mention about winterization of the water system. Perhaps we can work together with the Township when that time frame comes closer.

Chairperson Petsch discussed the recent tournament, age groups that played and upcoming tournaments with Ms. Proghovnick. She would ask Josh Springer to forward additional details to Ms. England about the tournaments to share with Mr. Petsch.

Friends of Byers – Dean & Karen Schantz

Ms. Schantz shared the following with the Committee:

- We had our kickoff for Kayla on May 1st. She set the fence posts on the 1st and the 8th. Everyone should walk Byers to see her completed project. She's 99.9% done and just has some touchup paint to do. It is stunning. They built the fence picket by picket. They used June's old gate. They planted their flowers yesterday. It looks magnificent. I would like to recommend that she come to the June meeting.

- On May 2nd, we had the Scouts thanks to Bob Berkhaiser. We had an amazing group of kids this time. Their parents jumped in. We pulled logs from the river and Mark is chipping them for us. We moved that great big tree out of the middle of the river and we put it on the shore bank where it was eroding away, so that's now serving as an erosion barrier. Mike was in the river with a shovel moving part of the island and sand around so that the water could flow. There's still more to do in the river. Our spring cleanup with the Boy Scouts was phenomenal. They worked really hard.

- Our planting day was also with Kayla. We cleaned the garden beds and planted the annuals. The grounds are really looking beautiful. Dean hand mowed.
- We are gearing up for the August 15th Vintage Market like it's going to go on, if everything opens I would assume. This year, we are going to cook ourselves like we did at our Summerfest. We will get our food permit from Oakland County. It's too late to get a food truck.
- People coming into the barn are already at that point about the mask requirement. I still have the sign on both doors. It's still in effect as far as I'm concerned because it's a government entity. I don't remove signs until Commerce Township designates otherwise.

Ms. England – I can get you an updated sign to post. I can drop it off at the barn tomorrow. I'll leave it inside for you, at least until this order expires.

Ms. Schantz – Vandalism; yesterday, we noticed that kids had broken the whiskey barrel out front. They also broke the latch on the porta-pottie. I'll be working on solutions.

Discussion continued with the Committee and Ms. England regarding vandalism issues throughout the Township and potential solutions. **Witnesses to vandalism need to call the Oakland County Sheriff's non-emergency line at 248-624-0715.**

Ms. Schantz – We're not sure of project dates until we meet next Tuesday. We will utilize the pavilion by the Library for our meeting. Ellen, Cheryl and Jim have been working on the historical marker for over a year, and now Pat Hildebrand has joined in.

Discussion took place regarding what deed copies might be available through the Township for the Byers historical marker. Ms. England would check the records, scan and forward what is on file.

Windmill Farms (Horse Farm) – Carrie Hancock

- We have been busy preparing our junior equestrian teams for competition scheduled for the second Saturday in June.
- We have construction going on 7 days a week, and we've been working to cleanup around the farm.
- We found a place to take the old tires for \$3 per tire and an extra \$1 for the ones with rims.
- We've been working on cutting a lot of the trees around the barn and property. I've got somebody interested in hauling out a lot of the old compost. Otherwise, you pay \$12-\$14 per yard to have someone haul it out.

Mr. Berkeiser – How far along are you on the list? What about the trailer or the fence posts?

Ms. Hancock – We started the fence repair. I had some posts onsite. We have not received posts yet from the Township.

Ms. England – Posts from the Township will be going to the Township Board next month.

Mr. Berkeiser – We will get posts? Wherever we are getting them from has them?

Ms. England – We will get posts, yes.

Discussions continued regarding coyotes on the property, summer camp dates, interest in equestrian teams, interest from novices, and equestrian merit badges.

No representatives were present at the meeting for the following leagues:

- Interlakes Girls Softball
- Lakes Area Hawks
- Commerce Little League

Ms. Schantz added that she had a river birch planted, which is supposed to be good at preventing erosion on the riverbank, but it may need relocation. She asked Mr. Schoder to contact Dean and discuss this further.

ITEM 2: PARKS AND RECREATION DEPARTMENT REPORT

Ms. England discussed the following:

- The majority is in the report that was submitted in your agenda packet.
- The senior center is open. Things are going very smoothly and we're following all the guidelines; only 25 people, social distancing, advance registration. Next month we're planning on adding a few more activities. People are enjoying themselves.

- We've been dealing with the issues over at Wise Road. Signs have been ripped out. It looks like people are taking heavy machinery back there to widen paths. New signs will be reposted and we're working with the Sheriffs.
- Mill Race, as you've probably heard, we had a volunteer group go out to clean and paint over all the graffiti, but less than 12 hours later, it was back. Mark had the same situation happen to him today. Actions are being taken and monitoring has been increased.

Discussions continued regarding graffiti issues, enforcement measures and penalties for the crime.

ITEM 3: TOWNSHIP BOARD REPORT

Mr. Berkhiser provided the following:

- We had our May meeting.
- The firehouse building process is being managed by Plante Moran Cresa. We hired them to represent the Township since they have expertise. We extended their contract, due to COVID and other issues, to carry through to completion. Hopefully that will be open in October or November.
- We authorized the purchase of an ambulance. That will be an additional ambulance at that location. We had a 2-day facility, and now it's a 4-day. It has been a good experience working with Plante Moran Cresa. In my mind, it was smoother than what we were doing with the rebuild of the Richardson Center and with the building of the Library.
- We had a conversation regarding 8585 PGA Drive. We own that building. As leases expired, we have not renewed. Depending upon the costs, we are looking at remodeling for the new Sheriff's substation.
- The Township is moving forward with the Lystek system which will take waste and convert it into fertilizer. We will see what grants and federal funds are available on that.
- We approved several fireworks permits.
- The Library was approved as a pop-up vaccine facility for Tuesday, May 25th.
- We had conversations about the property across from the Library, next to the cemetery. The Township did look into it and made the decision, at least at this point, not to move forward with looking at that property.

ITEM 4: PARK LIAISON REPORTS

Berkhiser – Wise Woods & Victory Park

- We have obviously had some issues on the Wise Woods side. We are hoping to partner with the mountain bike folks to get some other usage in there.
- At Victory, I wanted to let you know about the lack of interest in the property next to the cemetery. It mainly had to do with the cost of the property, how much of it might be wetlands and other concerns. With that though, I will say there were comments that we need to make a better effort at protecting our cemetery, but putting up fencing or whatever needs to be done.

Kast – Dodge Park

- Dodge Park is always busy.
- The soccer fields are getting used.

- I have not been there since the bathrooms opened.
- Construction is going on and kids are riding dirt bikes back in there.

Mr. Berkhiser – I have been over at Dodge, this past weekend. They had the 3rd soccer field in use. My child was playing soccer. It was packed. The parking lot was completely full. They were parking around the circle, a potential hazard issue.

Discussion took place regarding further evaluating the situation and expanding the parking lot, adding no parking signs in certain areas, directing people to park by the Library, and increased activities in the park.

Mr. Berkhiser noted that there is a chain across the pathway between the north and south sides of Dodge. Bollards may be needed in that area. He also inquired about adding a pavilion at Dodge. Ms. England stated that the pad is there, and Mrs. Clark has someone who will be donating that. She will follow-up.

Ms. Garbutt had been at Dodge Park today. People were using the new picnic tables, the new restrooms, et cetera. There were not many parking spaces. It does not matter whether they are playing soccer or not.

Walker – Maple Glen & Windmill Farm

- We went to Maple Glen today.
- I spoke with a gentlemen there who expressed some concerns about wood rot on the girls' concession stand, and also having the bathroom walls and floors painted, and possibly getting some concrete pads. He is going to get Emily estimates on that.
- Other than that, the park looked really good and there was a lot going on. They are busy there until June.

Mr. Berkhiser – Do we do something for the dust? It seemed to be really dusty.

Ms. England – We take care of the road grading. The league takes care of the dust control. I know that Lakes has already put their dust control down. I'm not sure about interakes.

Garbutt – Long Park & Snowy Ridge Park

- Things along 14 Mile Road are still not in great shape for getting in and out of the park.
- However, I was there Sunday and there were about 10 volunteers there. Twice a year they clean the park. They put up a sign. They had rakes and they were filling the barrels. They had treats and everything there. I think that's great for us. I don't know if the County takes care of the tree trunks and other things we talked about before.
- Other than that, things are in very good shape over there.

Champagne – Hickory Glen Park

- I think we pretty much discussed the trails and the park with the leagues.
- I did get an email from Josh today asking for us to give him an update on the windcreens and the sponsorship. We discussed it last year and the Township

Board was going to look at the possibility of putting the Township logo on. He needs an answer.

Ms. England – It's my understanding that they wanted to purchase the windcreens and then have us put the logos on it. Township Board did not like the idea of having sponsor logos on the windcreens and suggested the Commerce logo, and then either covering the cost or splitting it. Where that left off was that Josh was getting me the pricing on the windcreens, and then COVID happened. He sent me the cost estimate that he did get last week for those windcreens. We just need to get the updated cost, bring it back here and then have further discussion with the Township Board as to how they want to proceed.

Chairperson Petsch – We are still waiting to see the numbers.

Petsch – Bicentennial Park

- Bicentennial has been busy.
- Other than that, I'll get you a paint color soon, Mark.

Henderson – Byers and Mill Race

- No additional report in Ms. Henderson's absence.

ITEM 5: VILLAGE OF WOLVERINE UPDATE

Ms. Champagne discussed the following with the Committee:

- They did put an email out last week to the Villagers to find a replacement for me.
- I should be moved into my new place at the end of June.

Ms. England – Is this your last meeting?

Ms. Champagne – It could possibly be. If they have not found anybody and I haven't moved, then I will show back up.

ITEM 6: MAINTENANCE DEPARTMENT REPORT

Mr. Schoder discussed the following with the Committee:

- Emily already touched upon the graffiti at Mill Race.
- There is an increase of people in all parks, so we are making sure we get there everyday to check for trash.
- Dodge Park, I think we will need more garbage cans because they are filling them up.
- We cleared out Wise Woods so you can see through to South Commerce.

Mr. Berkheiser and Ms. England discussed the clearing areas at the Wise Woods. The closer you get to the entrance it's dense with big trees.

Mr. Schoder –

- We noticed that some of the bridges need new boards. We will get things cleaned up and get to that.
- The new lawn cutting service is doing a great job. I'm really glad we hired them. There are some dead trees at Maple Glen. We will pull those out.

- Long Park, we moved the garbage cans off of the parking lot, and we haven't seen any residents filling them up for a week or two now.

Mr. Berkeiser – So you have to send someone to move them up to get emptied?

Mr. Schoder – Yes, we do that once a week at most of the parks.

- We cleared and sprayed under the bleachers at all the parks.
- We're starting to put out mosquito pellets into all the standing water.

ITEM 7: REGINA MUSIC BOX - LOCATION FOR DISPLAY

Ms. England discussed the following with the Committee:

- We got a couple more prices that were better.
- I know that Mickey was working with another company and she hasn't received the final price on it.
- We have one price of \$4,565. With that one, I included an example of what that case is going to be.
- Dean provided me with another quote from a company he contacted. It was \$1,588. I did reach out to them for an example, but I have not heard back from them.

Mr. Berkeiser – Without trying to pause another month to wait, how do you want to move forward?

Ms. England – Are these funds that can come out of the museum fund?

Mr. Berkeiser – That would be something that the Township Board would decide. We can recommend approval.

Ms. England – Not to exceed \$5,000.

Mr. Berkeiser – Depending on your review of both of them. Yes, not to exceed \$5,000 and request it come from the museum fund, but the Board will decide.

Ms. England – I'll have that 3rd company bid too and make sure it's apples to apples.

Mr. Berkeiser – Or you can come back here with it next month.

Ms. England – However you want to move forward, I'm comfortable. The \$4,500 case looks to be a nice case, but there are different grades and quality.

Discussion took place regarding options and the additional bid. Chairperson Petsch requested that all three bids be brought back next month.

Ms. Smith – Did you happen to locate the serial number yet? We're trying to find out when and where it was built.

Ms. England – I have not yet, Ellen. I will be here tomorrow working with Molly and I will look into it.

Ms. Smith – Is it the intent that it will be played in the Library or just enclosed an exhibit?

Ms. England – Just enclosed.

Ms. Smith – Will the top be open or is it totally enclosed?

Ms. England – Mickey is an antique fanatic so she is letting us know everything that needs to be done in order to maintain the wood and not let it get dried out. It will be in a quality case that will protect the item. It will have a panel that opens so that we can get in to clean it, oil it and whatever else needs to be done.

ITEM 8: DODGE PARK RESTROOM UPDATE

Ms. England discussed the following with the Committee:

- The big update is that it's completely open now.
- There are just a few landscaping items that should be finished up by next week, with the irrigation and such.
- The cleaning company will be there daily and will lock it at night. We set the hours from 8am to 8pm. Maintenance opens it in the morning.

ITEM 9: SECURITY CAMERAS – DODGE BATHROOM

Ms. England discussed the following with the Committee:

- This is just to put cameras on the four sides of the building.
- With Sonitrol, if there was vandalism, we would have to go to the park and pull the footage off the camera. However, Ben is setting up a meeting with Comcast to get wi-fi service in that building.

Chairperson Petsch discussed wi-fi hotspots and inquired about wi-fi at the Library. Ms. England explained that the Sonitrol cameras would not function on a hotspot. Also, a wi-fi bridge from the Library would not work due to the wall of trees which would cut off the signal. Once Comcast service is installed, footage can be reviewed remotely. Discussion continued regarding types of video surveillance in the parks, signage, vandalism, enforcement, budgeting for the restroom facility, and high quality cameras.

Ms. Champagne – My preference is to move forward. If you want to add cameras in the future, you can. It will be less with Sonitrol than it would be to switch companies.

Ms. England – The other company is a much clearer, precise camera, but you're more than doubling the price.

Ms. Champagne – Can Sonitrol provide a better camera?

Mr. Walker – Sonitrol should be able to get us a better camera.

Ms. England – Do you want me to have Ben reach back out to them?

Mr. Walker – Just see if they can get us a better camera to start with. It needs to be obvious, 60% of the deterrent is the fact that it's there. People need to know that they are being videotaped.

Mr. Berkhiser – Emily, we've spent a million dollars. If you add the other place, we've spent two million, and we're arguing over a difference of \$3,000 to protect it all.

Vice Chairperson Kast – If Sonitrol can get the better camera.

Chairperson Petsch – Have Ben reach out and see if they have an upgraded camera that will give us more detail.

MOTION by Kast, supported by Champagne, to conditionally recommend moving forward with Sonitrol's surveillance package for Dodge Park, connected to the internet, with the possibility of upgrading the cameras, not to exceed \$10,000.

Discussion –

Chairperson Petsch – Have him check the cost of including a camera to watch the playground equipment.

Mr. Walker – We can put up a sign that says, "These cameras are monitored by the Oakland County Sheriff". That would make parents feel a little bit better about it.

Vice Chairperson Kast – Could they also include the cost of possibly running internet across the street into the back of the cemetery?

Ms. England – The back of the cemetery, I know Missy is working on getting prices to put a new fence up and we've got signs ordered. The Sheriff cannot start ticketing until the signs are posted.

ITEM 10: HORSE FARM UPDATE

Ms. England discussed the following with the Committee:

- Carrie gave a lot of information during her update.
- We will take the fence posts to Township Board for approval so the work can continue.
- As far as the subcommittee, we have been waiting for some bids to come back. We need to regroup internally. I'm trying to set up a date.

ITEM 11: PARK USE POLICY

Ms. Kennedy - Last month we had a rough draft. We have added some content. Do you have any questions or comments? Are there things you want added, adjusted or changed?

Mr. Berkhiser – As always, I have a lot of comments. Page 1, we say our parks are open sunrise to sunset. I know driving by Wise Woods, there are a lot of times it's dark and there are multiple cars parked in there. I would ask that it refer to opening 30 minutes after sunrise, and closing 30 minutes before sunset. People can look on their watch or their app to see when sunset is. If we post signs, it will allow the Sheriff to do something.

Ms. England – This is following our ordinance.

Mr. Berkhiser – But there are two different spots in here and it's not the same. The other question I have is the vehicle traffic. You talk about different types of vehicle traffic under #1. Are golf carts in there? We have a ton that go on our pathways.

Ms. Kennedy – It must not be in there because it's taken directly from the Township ordinances.

Ms. England – They are non-motorized pathways so the Sheriff could stop them.

Mr. Berkeiser – Should we specifically add golf carts? That's my comment. You can think about it.

The alcohol use policy seems backwards in that it is unlawful in every park except this one. Maybe we say alcohol use is unlawful except in these parks.

Ms. England – It's only Dodge and Mill Race that it's excluded from.

Mr. Berkeiser – When baseball games are going on, you can crack a beer?

Ms. England – Yes.

Ms. Champagne – Have there been issues?

Mr. Berkeiser – No, and I imagine the leagues handle that.

At the bottom, you wrote, *Do we need to include an exception for caterers?*

Ms. Kennedy – That's a general question.

Mr. Berkeiser – It says, *no person or renter shall sell or distribute alcohol*. In the past, we've talked about doing a beer tent at the concert. That would be done with permits. So, as long as it's permitted we should be okay. You might want to word that in there, *unless appropriate permits and approvals are obtained*.

Ms. England – Or they need to come here for approval.

Mr. Berkeiser – They would have to, and then they'd have to go to the Board because there are a lot of hoops they'd have to jump through.

Ms. Kennedy – That's mostly for nonprofits, if they had a charitable event. There have been requests in the past for them to sell alcohol.

Mr. Berkeiser – Byers did one year ago and they had to get permits from us, and from the State, along with insurance.

Fires you have written down. Are we talking about above ground fires?

Ms. England – I don't think we want to encourage fires in our parks.

Mr. Berkeiser – I agree.

Ms. Kennedy – Do you want to include that then to make sure?

Mr. Berkeiser – It says, *it's unlawful ... except in grills provided in place by the Township*. So above ground firepits are against the rules.

This is all from our ordinance?

Ms. Kennedy – Most of them are pulled directly from the ordinance.

Mr. Berkeiser – So the dog leash no longer than 6 feet, is that an ordinance?

Ms. Kennedy – That's not a Township ordinance. That's a Michigan law. There's no Township ordinance specific to dogs must be on a leash.

Mr. Berkeiser – Is that enforceable?

Ms. England – It is enforceable because animal control was at my park the other day enforcing it.

Mr. Berkeiser – You see a lot of leashes that are 20 feet when they cut loose and go running out.

You start getting into organized events where it talks about nonprofits. What is determining that? Maybe we should ask for their 501c3 information. We do that with the groups here and ask for their forms.

Ms. Kennedy – We'll add that.

Ms. Champagne – Proof of nonprofit status.

Ms. Kennedy – Before it has just been groups. We have not had a true nonprofit. We can have that in there.

Mr. Berkeiser – Further down, we start getting into community groups and I think it's sticky.

Ms. England – I think that's the idea. At the Richardson Center, it's community groups. They're nonprofit organizations that serve the needs of the Township. That's a question that the Committee needs to answer, if you want to allow these groups to hold events. That's why we're doing this, so that when you have an event like you came across this weekend, we have ground to stand on. We can send the Sheriff over there and tell them they need to remove themselves from the park.

Mr. Berkeiser – I think we just need to make sure they check in and get permission. That was why I texted you. I think there should be some way to identify that they are a nonprofit, and to me that is the 501c3. *Advertisement; no person shall display a placard or posters all over the trail ways. Is that graffiti or vandalism? You see a lot of stuff stapled or nailed into telephone poles where they are advertising.* Ms. Kennedy – That is against the Township ordinance. Who enforces Township ordinances?

Mr. Berkeiser – That would be our ordinance officer.

Ms. Kennedy – This is pulled directly from the ordinance.

Mr. Walker – We might be able to enforce that as littering.

Ms. Champagne – Does Commerce have a sign ordinance? I always see signs all over the place. The Village pulls any sign, all the time.

Mr. Berkeiser – Yes, we do.

Ms. Kennedy – I saw Jay last week, on my way to work, removing some signs along the road.

Mr. Berkeiser – 16. C., an individual organization would like to reserve a field which is already leased or controlled ... reunions, school ... I'm not sure what we're trying to say here. *Other special events shall schedule with Parks and Rec.*

Ms. Kennedy – This was more for organizations that want to use and reserve fields. As of right now, we say all of the fields through the leagues are not reservable. This is more for the fields at Bicentennial, such as with the Lacrosse teams that used them recently.

Mr. Berkeiser – If we're going to start reserving fields, it just has to be coordinated. Then you say, ... *nominal fee held for field maintenance.*

Ms. Kennedy – I don't know if that is something that you would want to do, or if there are community organizations, do we just allow them to use it?

Mr. Berkeiser – What's your idea of a nominal fee?

Ms. England – I think you need to take the individual out, and look at the organization part of it. Think about the Lacrosse group that came to us and asked. I don't have the answer to what a nominal fee is right now.

Mr. Berkeiser – I think it needs to be consistent across whatever we're doing throughout the policy we're proposing. I've seen some that are \$100, some are \$200, and maybe a deposit that if there is damage, they lose that money.

Chairperson Petsch – I think the best thing to do is talk to Lakes Athletics. What do you figure it takes to rake and put the field back in order after a game? It takes time. It takes us 45 minutes to do our high school field after a game, with 12 boys out there raking.

Mr. Berkeiser – So the deposit would cover that time.

Ms. England – As far as damage, currently we make any organization hold the insurance requirements that the Township Board set in place, unless the Township is additional insured.

Mr. Berkeiser suggested that a software package be researched for rentals of parks, facilities, fields, et cetera.

Mr. Berkeiser – You said you wanted to know if we will require liability insurance for renters. What can get broken? I was thinking along the lines of our pavilions, picnic tables, et cetera. I'm not sure how much real damage could occur, but now if we're talking baseball fields, I can see where we might want to do something; insurance or

deposit, but reach out to the soccer league. If someone held a game out there, how bad could the damage be?

Chairperson Petsch – Is the general liability insurance for someone who might be injured or things of that nature?

Mr. Berkeiser – How much is the general liability we require them to get?

Ms. England - \$2 million is the policy. I don't know the cost.

Chairperson Petsch – It's nominal, like \$250.

Ms. England – It's generally a one-day event. Sometimes it can be taken as a rider on their homeowner's insurance.

Mr. Berkeiser – *Hours of operation; it says dawn to dusk.* That's not consistent with the sunrise to sunset.

Ms. Kennedy – Okay.

Mr. Berkeiser – Scheduling; we're back into the community groups and waivers of rental fees. That has been a really hard thing to do, and it's really hard for this group to say no. I don't know if there's another way to be more stringent. Somebody wants to use the Richardson Center because they can have alcohol, but maybe all that has changed now.

Ms. England – The easiest thing to do is for you as a Committee to let us know what your intentions are behind the community groups, and then we can send it over to the Township Attorneys. We are going off the Attorney definition, *A community group is a nonprofit organization that serves the needs of the Township as a whole.*

Mr. Berkeiser – Define nonprofit, because if we're saying nonprofit, then they're a 501c3. If they have documentation for that, I'm good with that. A parent's group that got together and wants to rent it and waive the fee, but they're not a 501c3, I would be opposed to that.

Ms. England – We go by their 501c3 status. We need to tighten up our definition, because right now they are allowed to rent because they are covered under the school. They are a nonprofit group raising funds for the school.

Mr. Berkeiser – That's a decision to be made.

Chairperson Petsch – I think before COVID, we did have discussions where we asked groups their intent, and we asked why they weren't using the school.

Ms. England – It was always alcohol, but now our alcohol policy has changed and we don't get as many requests since reopening in 2017 after the remodel.

Mr. Berkeiser – I have a question on, *Families of a deceased Commerce Township resident may use the pavilion for a use fee. What is the intent of that?*

Ms. England – That's following suit with the Richardson Center, and since it has not been open, we've been having that request come through. People want to reserve the pavilions to have their memorials.

Mr. Berkeiser – Oh, so it's for memorial services. Why would that be any different than anybody else wanting to rent it? Is it a different rate?

Ms. England – Yes.

Mr. Berkeiser – Cleanup policies; I am concerned. The trash at Dodge is a nightmare. Almost twice a day you have to go over there. If they start having parties over there, I can see the trash cans getting filled up a lot. Is there the ability to put a dumpster in there that won't get raided by neighbors throwing trash in?

Ms. England – You could put a dumpster in, but this goes back to the discussion we had last month about the pavilions. We had the discussion of not renting out the Scarlet's Smile pavilions.

Ms. Champagne – They're much busier.

Ms. England – And you don't want to deny a handicapped child the opportunity to get out of the sun because someone has reserved it for a party.

Mr. Berkeiser – How many pavilions are over there?

Ms. England – Three right now.

Mr. Berkeiser – Three right now; there's a big one and two small ones. The other one will go in and bring it to four. I could see not reserving one of them. The big one you don't reserve, the little ones you can reserve for parties. I don't know about shutting it down completely.

Vice Chairperson Kast – I think it's so busy over there, I would almost consider going in the opposite direction and limiting how many tables people can use at once. Right now, people go in and they claim all of the tables in the pavilion so other people can't use them. It's a big problem to me because there are so many people in that park all at once.

Ms. Champagne – And a 2-hour maximum.

Mr. Berkeiser – I had 4 hours, but there should be a set time frame. We do say first come, first served. We can't reserve tables ahead of time, but we don't have anybody to enforce that.

Ms. England – We tell them first come, first served. They can't deny anybody use. They can't get there at 8am and hold the picnic tables until 1pm for their party.

Mr. Berkeiser – At the bottom it says, *Who should we contact?* I wrote down, whoever our on-call Parks and Rec person is, or our Maintenance coverage person. How are we doing that?

Ms. England – We're still working through that.

Mr. Berkeiser – Or maybe that falls under the ordinance person. As we're working on this and considering doing all of this, we're opening a can of worms. We just have to be prepared.

Ms. England – There are pieces of this that you can approve that may not go into effect until we are staffed enough for rental of the pavilions. Since we're developing the policy, we might as well develop a complete policy that we can add these attachments to as we move forward.

Ms. Champagne inquired about looking into an internship, or paying someone \$12 an hour to be at Dodge Park regularly. Ms. England explained that they would not enforce and confront people. That's not an intern's job and not everyone is pleasant when approached. She would prefer a part-time maintenance or security person. Options would be reviewed. Mr. Schoder spends one hour every morning, 7 days a week, at Dodge Park cleaning up. Chairperson Petsch discussed enforcement at parks in other communities. Discussion continued regarding staffing parks for reserved events with someone who could oversee details of the rental.

Mr. Berkeiser – On Attachment A, you list out different parts. Is the intent that these are areas that could be rented, the pavilions?

Ms. Kennedy – Correct.

Mr. Berkeiser – If we're going to consider splitting Dodge Park into three or four pavilions, we need a naming convention, A, B and C or whatever. I'm not sure where rates are but my suggestion is that it be based on 2-hour or 4-hour intervals. There is the potential for 10am-2pm, for someone who might have a lunch. The other is 2pm-6pm.

Ms. England – And these would only be seasonal rentals.

Ms. Kennedy – The fee schedule was based on what surrounding communities do. That is for an all-day rental. So our fee would probably change if you're looking to split it into a couple of hours at a time. I don't know.

Discussion continued regarding higher pricing for the more popular rentals, such as Dodge. Mr. Berkeiser discussed the allowance of 10x10 tents in the parks.

Mr. Berkeiser – On the application, my only comment is to add the 501c3. Other than that, I think you did a good job.

Chairperson Petsch – You covered everything there. I appreciate it.

ITEM 12: PARK EVENTS

Ms. England – This is a placeholder. There are no updates right now.

ITEM 13: OTHER MATTERS

- Ms. England discussed the request by Lakes Athletics for the Township to pay for winterization. Chairperson Petsch replied no.
- Mr. Berkeheiser asked that the dog park be discussed again in the near future.
- Ms. Kennedy noted that the Parks Department does not have a mission statement. She asked if the Committee would like to have one in place. She offered suggested language, and the Committee offered recommendations. *The mission of the Charter Township of Commerce Parks and Recreation Department, along with the Parks and Recreation Committee, is to create a welcoming, safe, engaging, educational, recreational environment for the residents of Commerce Township of all ages and abilities. She also wanted to incorporate natural conservation into the statement. Chairperson Petsch encouraged adding something that refers to protecting and beautifying the Huron River Watershed, along with all of the connecting waterways. Ms. Kennedy would bring this back next month for review and approval.*

The next Parks and Recreation Meeting will be Monday, June 28, 2021, at 7:00PM, with a park tour at 6:00PM.

ITEM 14: ADJOURNMENT

MOTION by Champagne, supported by Kast, to adjourn the meeting at 8:51pm.

MOTION CARRIED

Sarah Henderson, Secretary