



ACME TOWNSHIP PARKS & CEMETARY MAINTENANCE
WORK SESSION
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Monday, June 27, 2017, 8:15 a.m.

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE
ROLL CALL**

Members Present: G Lapointe, Amy Jenema, Tom Henkel, Jay Zollinger

- A Limited Public Comments: None**
B. APPROVAL OF AGENDA:

Motion by Jenema Support LaPointe to approve Agenda, Motion Carried Unanimous Vote

- B. INQUIRY AS TO CONFLICTS OF INTEREST: None**

C. NEW BUSINESS:

- 1. Status of current Parks maintenance activities and Parks work logs:**

Discussion of parking issues at Bayside South and Bayside North. Instructed Tom to replace rocks at South Park to stop marina patrons from parking on park property and install signage. Will also place signage at Bayside North to stop visitors from exiting the parking lot unto the park are to drop of equipment etc. Will discuss with the marina owners also. Gordie Lapointe to draft letter for Supervisor to Sign.

This week the focus will be on Bayside North to get the park in as good a shape as possible. The beach will be groomed and the open space will be cleared of debris and the walkways from the parking lot and the restrooms to the open area will be cleared of pultruding roots.

More junk needs to be cleared from behind the garage form and the timbers need to be "neatly" stacked not piled like "pick up sticks".

The groomer was not cleaned and maintenance performed prior to putting away for the Winter. In the future all equipment will be fully serviced and maintained "prior" during the Winter "off" season prior to usage in the Spring or Summer.

Low hanging tree branches and wild vegetation needs to be cleared in YC as it is not a natural area.

Signage is needed at both the Sayler and Bayside restrooms regarding the auto locking that takes place at dusk. Also the lights and fans at Sayler are on 7 by 24 and need to be replaced with fixtures operating on either a timer or based on a motion detector. Same should be considered for Bayside.

It was decided that the volley ball court at Sayler will be taken out. The remaining post removed the area groomed and mulched. Replacing the volleyball court will be considered at a later date if there is a demand expressed.

Sayler beach needs to be groomed as best that can be done and the debris at the North end needs to be raked out by hand if necessary.

Several areas that have been leveled and covered with mulch and seeding have small roots etc that should be lopped off at ground level.

YNA – the area around the “lookout” bench needs to be trimmed and the overgrowth along the path way needs to be cut back.

There was further discussion about when maintenance on equipment is to be performed. The directive is that all equipment will be properly cleaned and maintained when put away for the season and not wait until Spring or Summer when it is next to be used.

Decision that the fertilized that was bought last fall has not been applied and should not be applied now as the dry season is upon us. Tom instructed to determine what the proper fertilization schedule should be? Spring weed and feed vs Fall?

Tom reviewed the status of the list of projects that were to be completed after Memorial Day. Of a total of 14 projects (5) complete, (2) partially complete and (7) not started.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: None

Meeting ADJOURN at 11am

Acme Parks Work logs

Name

Date

Actions/ Activities

Parks list after Memorial Day

✓Federalizer of parks areas

✓ Deepwater natural area finish tree removal and chips on path

✓ Install dumpster screening township hall and Bay Side Park

Get rid of old damaged Tables to Pits *Done*

Remove old metal fencing Sayler Park for Boat launch areas. *3/4 gone*

Get price to repair fencing on north side of Sayler Park

Move Speed sign from storage to TWP Hall to charge so can be put out on us31 *Done*

Mow Yuba Natural area Trail, front parking lot and entrance area *Done*

Irrigation systems repaired as required and turned on and working all locations. *on.*

Townhall and bayside park first priority

SVEC construction contacted to clean up behind Yuba Shop- Soon

All material behind Yuba shop Cleaned up and either gotten rid of Like old metal items of neatly stored

Clean up the Yuba shop and get rid of old equipment not usable/doesn't work or don't need so we have better safety and more storage area for our Equipment.

Clean up Yuba Natural area building get rid of old equipment not usable/doesn't work or don't need so we have better safety and more storage area.

Replace Bad light fixtures at Sayler Park Bath House and Bay side Bath house (Do with contractor so can be done Quickly (Huron Electric Use new LED fixtures to save electric cost.)

Daily Work Log

Name Tom Henkel

Day & Date Saturday, June 04, 2016

Time	Meetings/Appointments
7:00:00 AM	
7:30:00 AM	
8:00:00 AM	
8:30:00 AM	
9:00:00 AM	
9:30:00 AM	Office
10:00:00 AM	
10:30:00 AM	Ck. Parks & restrooms. Start outdoor faucets, Fountain at Saylor.
11:00:00 AM	
11:30:00 AM	Pick up brush at #1 north YCNA and consolidate piles of A.O.
12:00:00 PM	
12:30:00 PM	
1:00:00 PM	Mow YCNA 31N trailhead along with ditch and trail.
1:30:00 AM	
2:00:00 PM	
2:30:00 PM	Move auger into shop & remove grave spoils pile.
3:00:00 PM	Stop
3:30:00 PM	
4:00:00 PM	
4:30:00 PM	
5:00:00 PM	
5:30:00 PM	
6:00:00 PM	
6:30:00 PM	
7:00:00 PM	

Daily Work Log

Name Tom Henkel

Day & Date 6/6/2016 Mon.

Time	Meetings/Appointments
6:30:00 AM	Retrieved cord for Radar trailer, not needed.
7:30:00 AM	Office
8:00:00 AM	
8:30:00 AM	
9:00:00 AM	Picked up busted trimmer at Sayler, took to shop.
9:30:00 AM	Repaired trimmer.
10:00:00 AM	Hung auger on chain fall.
10:30:00 AM	Cleaned Mower.
11:00:00 AM	Mow YCNA lower area. <i>Trap</i>
11:30:00 AM	
12:00:00 PM	Lookup gary about time card per message from clerk.
12:30:00 PM	Get fuel for mower.
1:00:00 PM	Grease mower and fuel
1:30:00 AM	Mow 5 mile & 31 N
2:00:00 PM	Mow Acme Cemetery
2:30:00 PM	
3:00:00 PM	
3:30:00 PM	
4:00:00 PM	
4:30:00 PM	Stop
5:00:00 PM	
5:30:00 PM	
6:00:00 PM	
6:30:00 PM	
7:00:00 PM	

Daily Work Log

Name Tom Henkel

Day & Date 6/8/2016 Weds.

Time	Meetings/Appointments	X
6:30:00 AM		
7:30:00 AM		
8:00:00 AM	Office	
8:30:00 AM		
9:00:00 AM	Ck Saylor remove propane tank.	
9:30:00 AM	Org. timber behind shop	
10:00:00 AM		
10:30:00 AM		
11:00:00 AM	Load old fridges	
11:30:00 AM	Load tables into trailer.	
12:00:00 PM	Take fridges to recyclers.	
12:30:00 PM		
1:00:00 PM	Load mower, finish acme Cem. Rained out on Mon.	
1:30:00 AM		
2:00:00 PM		
2:30:00 PM		
3:00:00 PM	Marked 3 graves Yuba Cem.	
3:30:00 PM		
4:00:00 PM	Clerks office on Cemetery stuff.	
4:30:00 PM	Ginops for blades.	
5:00:00 PM		
5:30:00 PM	Stop.	
6:00:00 PM		
6:30:00 PM		
7:00:00 PM		

Daily Work Log

Name Tom Henkel

Day & Date Thursday, June 09, 2016

Time	Meeting/Appointments
7:00:00 AM	Office
7:30:00 AM	
8:00:00 AM	
8:30:00 AM	Ace
9:00:00 AM	Shop- replacement fan for Bayside Womans
9:30:00 AM	Install in Bath house.
10:00:00 AM	Start up Fountain at Bayside.
10:30:00 AM	Check Zone 4 sprinklers for repairs.
11:00:00 AM	Flag curves at north end acme Cemetery.
11:30:00 AM	Move tables back at Saylor
12:00:00 PM	
12:30:00 PM	Haul away pile of old tables from behind shop to the pits.
1:00:00 PM	
1:30:00 AM	
2:00:00 PM	
2:30:00 PM	
3:00:00 PM	
3:30:00 PM	Goto Thirlby and get replacement battery for dump trailer.
4:00:00 PM	Finish hauling tables.
4:30:00 PM	take tractor bucket to Bayside for Friday.
5:00:00 PM	Pick up, small pile of brush at Acme Cemetery
5:30:00 PM	Dump trailer and lock up pits.
6:00:00 PM	
6:30:00 PM	
7:00:00 PM	

Daily Work Log

Name Tom Henkel

Day & Date Friday, June 10, 2016

Time	Meetings/Appointments
7:00:00 AM	Office
7:30:00 AM	Check Parks
8:00:00 AM	Meet with JZ
8:30:00 AM	
9:00:00 AM	Beach Stakeholders Meeting DPW, Water Testing-lake
9:30:00 AM	
10:00:00 AM	
10:30:00 AM	
11:00:00 AM	
11:30:00 AM	Find Gary.
12:00:00 PM	Fix running fixture at Sayler Park.
12:30:00 PM	Move trailer and tractor to Bayside.
1:00:00 PM	Pick up beach brush & dock sections. Haul to pits.
1:30:00 AM	
2:00:00 PM	
2:30:00 PM	
3:00:00 PM	
3:30:00 PM	Fuel truck and get diesel.
4:00:00 PM	Mow Yuba Cemetery
4:30:00 PM	
5:00:00 PM	
5:30:00 PM	
6:00:00 PM	
6:30:00 PM	Stop.
7:00:00 PM	

Daily Work Log

Name **Tom Henkel**

Day & Date **Saturday, June 11, 2016**

Time	Meetings/Appointments
7:00:00 AM	
7:30:00 AM	
8:00:00 AM	
8:30:00 AM	Set up for daily reports, enter data.
9:00:00 AM	
9:30:00 AM	
10:00:00 AM	
10:30:00 AM	
11:00:00 AM	
11:30:00 AM	
12:00:00 PM	
12:30:00 PM	
1:00:00 PM	
1:30:00 AM	Check all properties. Storm last night.
2:00:00 PM	
2:30:00 PM	Stop.
3:00:00 PM	
3:30:00 PM	
4:00:00 PM	
4:30:00 PM	
5:00:00 PM	
5:30:00 PM	
6:00:00 PM	
6:30:00 PM	
7:00:00 PM	

Daily Work Log

Name **Tim Henkel**

Day & Date **Sunday, June 12, 2016**

Time	Meetings/Appointments	X
6:30:00 AM		
7:30:00 AM		
8:00:00 AM	Check Parks	
8:30:00 AM	Clean Tables Saylor #2	
9:00:00 AM	Stop	
9:30:00 AM		
10:00:00 AM		
10:30:00 AM		
11:00:00 AM		
11:30:00 AM		
12:00:00 PM		
12:30:00 PM		
1:00:00 PM		
1:30:00 AM		
2:00:00 PM		
2:30:00 PM		
3:00:00 PM		
3:30:00 PM		
4:00:00 PM		
4:30:00 PM		
5:00:00 PM		
5:30:00 PM		
6:00:00 PM		
6:30:00 PM		
7:00:00 PM		

Daily Work Log

Name Tom Henkel

Day & Date Monday, June 13, 2016

Time	Meetings/Appointments
7:00:00 AM	Rain, office
7:30:00 AM	
8:00:00 AM	
8:30:00 AM	
9:00:00 AM	
9:30:00 AM	
10:00:00 AM	Check properties.
10:30:00 AM	Adjust water flow on Sayler bath urnials
11:00:00 AM	Parts, Ace
11:30:00 AM	
12:00:00 PM	
12:30:00 PM	Sprinkler valve replacement at hall.
1:00:00 PM	
1:30:00 AM	Got keys and vest from Cliff.
2:00:00 PM	
2:30:00 PM	Parts Aces No 1" Crestline pipe
3:00:00 PM	Check shop, for 1"
3:30:00 PM	Talk to Roy about fence posts
4:00:00 PM	Get pipe at Chums Ace.
4:30:00 PM	Ck Sayler.
5:00:00 PM	Stop
5:30:00 PM	
6:00:00 PM	
6:30:00 PM	
7:00:00 PM	

Daily Work Log

Name Tom Henke

Day & Date Tuesday, June 14, 2016

Time	Meetings/Appointment:	X
6:30:00 AM		
7:30:00 AM		
8:00:00 AM	Office,	
8:30:00 AM		
9:00:00 AM	Move ballots to car ^{for} clerk.	
9:30:00 AM	Repair chain saw for Gary.	
10:00:00 AM	Remove falt tire from trailer.	
10:30:00 AM	Pick up 1 case of towels and 1 case of %% gal. canliners for Bayside.	
11:00:00 AM	Get tire repaired, waited for it.	
11:30:00 AM		
12:00:00 PM		
12:30:00 PM	Put tire back on dump trailer	
1:00:00 PM	Finish plumbing sprinkler valve at hall.	
1:30:00 AM		
2:00:00 PM	Bayside Park right flipped over tables.	
2:30:00 PM	Redistribute tables along shore.	
3:00:00 PM	Move pine trees parts from by deck to pile by dumpster for removal.	
3:30:00 PM		
4:00:00 PM	Remove old timbers from parking lot beds and pile for removal.	
4:30:00 PM	Shop	
5:00:00 PM	Stop.	
5:30:00 PM		
6:00:00 PM		
6:30:00 PM		
7:00:00 PM		

Daily Work Log

Name Tom Henkel

Day & Date Wednesday, June 15, 2016

Time	Meetings/Appointments	X
6:30:00 AM		
7:30:00 AM		
8:00:00 AM	Rain, Office	
8:30:00 AM		
9:00:00 AM	Check props.	
9:30:00 AM	Measure valve at Sayler Bath.	
10:00:00 AM	Ace - Parts	
10:30:00 AM	Shop, tools	
11:00:00 AM	Replace Valve at Sayler Bath	
11:30:00 AM		
12:00:00 PM		
12:30:00 PM	Locate Grave Yuba Cemetery	
1:00:00 PM		
1:30:00 AM	Check in at hall.	
2:00:00 PM	Scrape off gravel at Bayside new garden.	
2:30:00 PM	Level north end of Bayside Beach beach with bucket. Remove lagoons in groom	
3:00:00 PM		
3:30:00 PM		
4:00:00 PM		
4:30:00 PM	Shop.	
5:00:00 PM	Stop.	
5:30:00 PM		
6:00:00 PM		
6:30:00 PM		
7:00:00 PM		

Daily Work Log

Name Tom Hecke!

Day & Date Thursday, June 16, 2016

Time	Meetings/Appointments	X
6:30:00 AM		
7:30:00 AM		
8:00:00 AM	Office, Rain Enter Dailys	
8:30:00 AM		
9:00:00 AM		
9:30:00 AM	Check Props.	
10:00:00 AM	Shop, tools	
10:30:00 AM	Pick up fuel can at Acme cemetery	
11:00:00 AM	Fuel at Shell	
11:30:00 AM	Bayside finish cutting tree by deck.	
12:00:00 PM		
12:30:00 PM	Fuel Tractor	
1:00:00 PM	Trim 31 & 5 mile	
1:30:00 AM		
2:00:00 PM	Mow wooded sites and volley ball area at Bayside.	
2:30:00 PM		
3:00:00 PM		
3:30:00 PM	Mow Sayler Park	
4:00:00 PM		
4:30:00 PM	Drop Trimmer at Fire Hall	
5:00:00 PM	Stop.	
5:30:00 PM		
6:00:00 PM		
6:30:00 PM		
7:00:00 PM		

Daily Work Log

Name Tom Henkel

Day & Date Friday, June 17, 2016

Time	Meetings/Appointments	X
7:00:00 AM	Office	
7:30:00 AM	Mark grave site for E. Lewis.	
8:00:00 AM		
8:30:00 AM	Finish sprinklers at hall and Start.	
9:00:00 AM		
9:30:00 AM	Call Blackmore on grave info, got recording.	
10:00:00 AM	Check Blackmore Maintenance's shop only got machine for grave digging and loca	
10:30:00 AM	Pick up parts at TSC for buoy's.	
11:00:00 AM	Work on broken Bayside sprinkler.s	
11:30:00 AM	Check Blackmore Maintenance's shop again. Elk Rapids, Nobody home.	
12:00:00 PM	Contact made with Blackmore at Yuba Cemetery. I was told both services were	
12:30:00 PM	Get replacement buoy's out and anchor's.	
1:00:00 PM	Stop.	
1:30:00 AM		
2:00:00 PM		
2:30:00 PM		
3:00:00 PM		
3:30:00 PM		
4:00:00 PM		
4:30:00 PM		
5:00:00 PM		
5:30:00 PM		
6:00:00 PM		
6:30:00 PM		
7:00:00 PM		