



ACME TOWNSHIP SPECIAL BOARD MEETING
WORK SESSION ON PARKS
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Thursday, June 11, 2015, 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE AT 7:00 p.m.

Members present: J. Aukerman, C. Dye, A. Jenema, G. LaPointe, P. Scott, D. White, J. Zollinger
Members excused: None
Staff present: N. Edwardson, Recording Secretary

A. LIMITED PUBLIC COMMENT:

C.Abernethy, 4312 Westridge Dr, read a prepared statement into the record and are attached to the minutes.

P. Salathiel, 4888 Five Mile Rd, expressed her concerns with not having pedestrian crossings into our parks, she asked if the Township would be resubmitting for the Michigan Natural Resources Trust fund grant that we did not get earlier,

B. APPROVAL OF AGENDA:

Motion by White, seconded by Scott, to approve the agenda as presented. Motion carried by unanimous vote.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. CORRESPONDENCE:

1. E-mail dated 06/11/15 from John Zaloudek, 10351 Kay Ray Road, regarding the possible acquisition of the campground immediately to the east and adjacent to Saylor Park

E. NEW BUSINESS:

1. Decision on Zoning Administrator position

Jenema read a prepared statement into record and are attached to the minutes.

Motion by Scott, seconded by LaPointe to offer the position of Zoning Administrator as presented to Shawn Winter, with two paid work days in September while a presenter at the International Bicycle Urbanism Symposium in Richmond, Virginia. Motion carried by unanimous roll call vote.

Matt McDonough and Mike Okma from the Grand Traverse Regional Land Conservancy, were present to talk about the possible acquisition of the campground adjacent to Saylor Park. He gave a history of the property ownership which is now in the hands of Chemical Bank. McDonough has spoken to the Realtor. The property is currently listed for \$199,000.00 with a tax assessment of \$136,000.00. This is a foreclosure being held by Chemical Bank. There is a balance owing of \$65,000.00. McDonough has spoken with the Realtor and Chemical Bank regarding a community partnership with the Township to purchase the property for \$65,000.00. Discussion still ongoing. McDonough would like to know the level of interest from the Board. Also what would be the Township's intention for the property. Discussion followed.

2. Parks & Recreation Work session

Marcie Timmins, Chair of the Parks Advisory, read into record a statement which is also attached to the minutes.

Trustee, Aukerman gave an update on the funding for the Sayler Board launch.

Motion by Scott, to commit \$122,190.00 to the Sayler boat launch and additional up to \$75,000.00 for matching grants on Parks improvements

Discussion followed

K. Guy, 7894 Peaceful Valley Road, stated she was thrilled to be having this study session tonight. She commented that there were many people who are present tonight and not present who worked hard to create a different way of life in Acme. Guy encouraged an implementation team that would bring the best minds and people together to create a shoreline.

Motion carried by unanimous roll call vote.

Motion by Scott to have a representative of the Board, Conservancy, Parks Advisory and Henkel form a committee to look at the long term goals for the Parks and return to the Board with the recommendations. Motion carried by unanimous vote.

LaPointe will represent the Board.

Motion by LaPointe to contract with Gosling Czubak to write a grant to Fishery Trust for the Fall deadline. Seconded by Aukerman. Motion carried by unanimous roll call vote.

Zollinger commented that Park Supervisor, Henkel, had recently finished installing the fence at Yuba Cemetary removing the brush pile from the Yuba Natural Area, removal of dead trees from Bayside Park. Henkel stated that he mows/trims on a two week rotation.

Adjourned at 9:05 p.m.

Charlene Abernethy
4312 Westridge

6-11-2015

After a long and contentious few years, Acme Township has a new resident. Not just any resident but one that has a major environmental influence.

VGT and Meijer have gotten off to a bad start with the community with illegal election tampering, lawsuits against local government officials who wouldn't give them what they wanted up to the runoff into Acme Creek last fall.

Now they both have the opportunity to become good neighbors.

- They are willing to work with the tart trail system.
- By the SUP aesthetics of the development are important. John I even says this will be nicest looking Meijer ever. Not sure what that means, but we'll see.
- Even I, as one of the vocal critics of VGT will admit that their storm water treatment plan has involved many hours of planning and the opinion of many engineers. Hopefully the storm water structures will work as promised and will create

a beautiful park area. Time will tell and I can only hope the engineers have this one right.

Our water is a major asset to this community. What flows into Acme Creek flows into East Bay and affects our beaches. Acme's beaches are crucial to the future of the township and may have a major impact on economic development, bringing tax dollars to the township.

So how are the parks and VGT and Meijer connected? Here is an opportunity for VGT and Meijer to become truly good neighbors.

Meijer likes to present the image of being a good community partner. Contributing to maintenance of Acme parks is a good way to start to heal the community.

VGT as a whole physically dominates the Acme environment. Their stewardship of Acme Creek will affect the whole shoreline and our beaches. And our beaches are not only important recreationally to residents but also the economic development of the community.

A property this big can also be a park in of itself. Here's hoping VGT and Meijer will step up to their new responsibility as influential Acme residents.

and participate in the care and maintenance of Acme parks

Please accept this recommendation from the Zoning Administrator Hiring Committee (Amy Jenema – Treasurer, Carly Wentzloff – PC Chair & Trae Forgette –ZBA & PC member)

Our committee met on June 1, 2015 and interviewed four candidates, all of which were qualified for the position. After that meeting we invited Shawn Winter and one other applicant to attend the June 2, 2015 Township Board meeting. Mr. Winter gave a brief presentation that touched on his background, education and some highlights of why he felt he would be a good fit for Acme Township. After that meeting our committee confirmed that Shawn Winter was the individual that we felt would meet the needs of the Zoning Administrator Position for Acme Township. Therefore on June 5, 2015, I made a call to his current supervisor Nick Britton from the Virginia Department of Rail and Public Transit, Mr. Britton gave a glowing recommendation.

Therefore at this time our committee is recommending that Shawn Winter be hired at a starting salary of \$45,000 plus benefits, with a \$1,500 increase upon a satisfactory review at the end of the first six months (\$46,500) and a \$2,500 increase upon a second satisfactory review in the second six months (\$49,000). This wage is based on the original range set by the Township Board of \$38,000-\$50,000. Mr. Winter has a Master's Of Urban and Regional Planning but most of his professional experience has been in transportation. However after interviewing Mr. Winter and speaking with Mr. Britton, we are confident that he will be a quick learner and will grasp the natural relationship between planning and zoning.

I spoke with Mr. Winter on June 5, 2015 and presented him with the recommendation that our committee was going to make to the Township Board along with a copy of our Employee Hand Book. I asked him to take the weekend to review our Employee Hand Book and we would touch base on Monday, June 8. Mr. Winter was agreeable to everything with one additional request. As part of the continued education that is encouraged in our Hand Book, he would like to attend a Bicycle Urbanism Symposium September 28-30, which he is already signed up for and is one of the presenters. As part of his request he would assume all additional costs associated with travel, accommodations and registration, unless otherwise offered by the township.

Hello everyone,

My name is Marcie Timmins. I live at 4261 Bartlett Rd. Many of you know me from the 5 years I have served on the Park and Rec. committee. Others may recognize me from Planning commission meetings. Thank you to the board for my recent re-appointment.

Tonight as we meet to collectively decide the direction the township plans to take with the parks, I would like to share my observations based on my direct involvement in the process that created the 5 year park plan and the township master plan. I urge all of those here tonight to look at the two plans because the 5 year Acme park plan is a subset of the overall Acme community master plan. I see these two plans as working together towards the overall vision for the township.

Being a small township with a growing base we need to be financially responsible, as well as planning for smart development that takes many aspects into consideration at the beginning of each project so that we don't end up having to redo areas that have already been developed. I urge the board to find a continuously supportable funding source— one that is feasible for the township to afford, while allowing for phased-in growth and ongoing maintenance of all parks. This board has demonstrated their ability and willingness to dig a little deeper and be open to creative solutions and I have no doubt that the same strategy can be employed in finding funding mechanisms that can work for park development.

The four cornerstones of the master plan that I see directly correlating with the park plan are as follows:

- 1) From page (p.52) Encourage recreation-based tourism. I believe that the boat launch is one project that will help encourage tourism as ^{one of} so few on East Bay, as well as being the number one request on the community survey.
- 2) Found on page (p.44) Develop a trail system that connects to local parks and the TART trail. Although this is a stand-alone cornerstone it would also boost recreational tourism and ranks among the top three park improvements for the community.
- 3) on (p.56) Create a community attractive to all age groups. I think that easier access to the parks, in the form of trails and/or parking, along with the boat launch; open spaces to play games and fly kites; and areas to picnic are all among the many things that will attract multi-generations. Our park plans may not be the fanciest but they do serve a varied age group with a little something for everyone.

The fourth cornerstone found on page (p.50) is to maintain and improve the quality of surface and groundwater throughout the township, region, and the Grand Traverse Bay watershed. This fourth cornerstone really makes sense when you factor in that, in all of our township parks, water is a main attraction. As well as driving tourism it brings new families, professionals and businesses to the area, thus helping to grow our tax base and filling the age gaps. As such, in my view water quality protection should be a natural consequence of any improvement projects the township engages in.

A good example of inclusive development within our township, from my stand point would be the VGT. With their consideration to work with TART Trails and the Grand Traverse Band in developing a trail system connecting places inside and out of the property, as well as working closely with the Tribe on a water restoration project for Acme Creek, they are not only upholding the cornerstones of the larger township master plan, but also creating a healthier more sustainable development. It is my vision that the township can come together to create the same kind of synchronicity as we move forward with future township projects.

I hope tonight as the board moves towards making a decisions they will keep all of the above in mind, as well as how to create a successful funding plan to support the maintenance and development of all the township parks.

Thank you.



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PARKS & RECREATION WORK SESSION
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Thursday, June 11, 2015, 7:00 p.m.**

GENERAL TOWNSHIP MEETING POLICIES

- A. All cell phones shall be switched to silent mode or turned off.**
- B. Any person may make a video, audio or other record of this meeting. Standing equipment, cords, or portable microphones must be located so as not to block audience view.**

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

- A. LIMITED PUBLIC COMMENT:**
Public Comment periods are provided at the beginning and end of each meeting agenda. Members of the public may address the Board regarding any subject of community interest during these periods. Comment during other portions of the agenda may or may not be entertained at the moderator's discretion.
- B. APPROVAL OF AGENDA:**
- C. INQUIRY AS TO CONFLICTS OF INTEREST:**
- D. NEW BUSINESS:**
 - 1. Decision on Zoning Administrator position**
 - 2. Parks & Recreation Work session**
 - a) Short term needs**
 - b) Long Term directions**

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

ADJOURN

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Acme Township Parks Work plan /Task list Tracking										TH 2015			
2	Facilities & Parks Project Tracking					Completed Task	TOM	CLIFF	JUAN	OTHERS	Repeating Task	Projection		
3	Non- Site Specific Projects			Origin	Interval	RP	2012	2013	2014	2015	2016	2017		
4	Beach Groomer Researched			ATB		TKH								
5	Beach Groomer Delivered			ATB		TKH								
6	Beach Groomer put in Service			ATB		TKH								
7	PRORAGIS			TKH	Yearly	TKH								
8	I.D. Key Park Assets			PAB		TKH								
9	Detailed Maintenance Plan			PAB		TKH								
10	Picnic Tables 10-10'		Assemble	TKH		TKH								
11	Benches 7-6'		Assemble	TKH		TKH								
12	Picnic Tables 15- 8'		Assemble	TKH		TKH								
13	Benches 15-6'		Assemble	TKH		TKH								
14	Mech. Equipment Maintenance			TKH	Daily	TKH								
15														
16														
17														
18														
19	Townhall			Project Origin		RP	2012	2013	2014	2015	2016	2017		
20	Wall Construction			TB-JZ		TKH								
21	Roof leaks			TKH		TKH	HOLD	HOLD	HOLD					
22	Dumpster Light			TKH		TKH								
23	Restroom Paint			?		FD								
24	Flooring in restrooms			TB-JZ										
25	Carpet Replacement			TB-JZ										
26	Carpet Cleaning			TKH	Yearly	TKH								
27	Surface Cleaning			CD	Bi-Yearly	TKH								
28	Soffit Repair FH Rear			TKH		TKH								
29	Paint Hall Ext.			TB-JZ		TKH								
30	Clerks Shelves			CD		TKH								
31	Clean AC filters			TKH	Yearly	TKH								
32	Furnace Filters			TKH	Yearly	TKH								
33	Mowing			TKH	Weekly	TKH								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
2	Facilities & Parks Project Tracking					Completed Task	TOM	CLIFF	JUAN	OTHERS	Repeating Task	Projection			
34	Mailbox replacement			TKH		TKH									
35	New Dumpster Screen			TKH		TKH									
36	Trimming			TKH	Weekly	TKH									
37	Spring Clean up			TKH	Yearly	TKH									
38	Pruning			TKH	As needed	TKH									
39	Meeting Set up			TB	As needed	TKH									
40	Vacuuming			TKH	Weekly	TKH									
41	Trash			TKH	Weekly	TKH									
42	Windows			TKH	As needed	TKH									
43	Snow Plowing			TKH	As Needed	TKH									
44															
45															
46	Shop			Project Origin	RP	2012	2013	2014	2015	2016	2017				
47	Repair Soffits that loosened			TKH		TKH									
48	Power wash outside			TKH	As needed	TKH									
49	Clean up outside			TKH	As needed	TKH									
50	Install a ceiling inside			TKH		TKH									
51	Alarm Installed			TKH		TKH									
52	Brush pile burn			TKH	As needed	TKH									
53	Snow Plowing			TKH	As needed	TKH									
54															
55	Sayler Park			Project Origin	RP	2012	2013	2014	2015	2016	2017				
56	Remove dead Trees			TKH	As needed	TKH									
57	Playground wood chip replenish			TKH	As needed	TKH									
58	Inspect Playground Equip.			TKH	D/Yearly	TKH									
59	Spring/ Fall Clean up			TKH	Yearly	TKH/CM									
60	Beach Grooming Permit			TKH	5 years	TKH									
61	Well Water Tests May/Aug			DEQ	Yearly	TKH									
62	Septic Pump out			TKH	3 year	TKH									
63	Grooming of beach			TKH	Weekly	TKH									
64	Water System Spring/Fall			TKH	Bi Yearly	TKH									
65	Paint Restroom inside			TKH		CM									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
2	Facilities & Parks Project Tracking					Completed Task	TOM	CLIFF	JUAN	OTHERS	Repeating Task	Projection			
66	Paint tables			TKH	Yearly	CM									
67	Replace Barrier Posts			TKH	As needed	TKH									
68	Stump Grinding			TKH		TKH									
69	Close Shelter Flues			TKH		TKH									
70	Groom Roads			TKH	Bi Yearly	TKH									
71	Power wash Shelters			TKH	Yearly	TKH									
72	Burn Brush Pile			TKH	Yearly	TKH									
73	Put Night lights on Timer			TKH		TKH									
74	No-Camping signs			TKH		TKH									
75	Buoys in & out			TKH	Bi Yearly	TKH									
76	Post Bacteria Warnings			HD	As needed	TKH									
77	IVY Control			TKH	Yearly	TKH									
78	Rep. Ladies Fan			TKH		TKH									
79	Cleaning Shelters			TKH	As needed	CM									
80	Mowing				Weekly										
81	Trash Clean up				As needed										
82	Cleaning Restrooms				As needed										
83	Trimming				As needed										
84															
85															
86															
87															
88	Bayside Park			Project Origin		RP	2012	2013	2014	2015	2016	2017			
89	Rep. Faucet-Ladies			TKH		TKH									
90	Wood Chips on paths			TKH	As needed	TKH									
91	Paint tables			TKH	Yearly	JH									
92	Job box for advisory signs			TKH		TKH									
93	Beach Rescue Equip			TKH		TKH									
94	Remove Dead Trees			TKH	As needed	TKH									
95	Playground Inspections			TKH	D/Yearly	TKH									
96	Groom Beach			TKH	Weekly	TKH									
97	Grooming Permit			TKH	5 years	TKH									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
2	Facilities & Parks Project Tracking					Completed Task	TOM	CLIFF	JUAN	OTHERS	Repeating Task	Projection			
98	Post Bact. Warnings			TKH	As needed	TKH									
99	Remove closed at dusk signs			PAB		TKH									
100	IVY Control			TKH	Yearly	TKH									
101	Gut Service Building			TKH		TKH									
102	Install Overhead Door			TKH		TKH									
103	Tile Wet Areas			TKH		TKH									
104	Power Line Removal			TKH		TKH									
105	Close Curb Cuts			MDOT		MDOT									
106	Top soil			TKH		TKH									
107	Adjust Mens Door closer			TKH		TKH									
108	Repair broken Anchor bolt Mens			TKH		TKH									
109	Replace Rusted BBQ by deck			TKH		TKH									
110	Install new tables/benches			TKH		TKH									
111	Shoreline Restoration			TKH		TKH									
112	Swim Buoys In/Out			TKH	Bi Yearly	TKH									
113	Fertilize Lawn			TKH	Yearly	TKH									
114	Spring/fall Cleanup			TKH	Bi Yearly	TKH/JH									
115	Mowing			TKH	Weekly	TKH/JH									
116	Trash clean up			TKH	Daily	JH									
117	Watering Lawns			TKH	As needed	TKH									
118	Cleaning Restrooms			TKH	As needed	JH									
119	Trail Maint.			TKH	As needed	JH									
120	Paint bathhouse Ext.			TKH		JH									
121	Signage														
122	Trash Cans			TKH		TKH/JH									
123	Stump Grinding			TKH		TKH									
124															
125	Shoreline Parcels			Project Origin		RP	2012	2013	2014	2015	2016	2017			
126	Curb Cut removals			MDOT		MDOT									
127	Fertilize			TKH	Yearly	TKH									
128	Install Tables & Benches			TKH		TKH									
129	Spring/Fall Cleanup			TKH	Bi Yearly	TKH									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
2	Facilities & Parks Project Tracking					Completed Task		TOM	CLIFF	JUAN	OTHERS	Repeating Task	Projection	
130	Mowing			TKH	Weekly	TKH								
131	Trash Cleanup			TKH	Daily	TKH/JH								
132	Stump Removal		BUNKER	TB/JZ		TKH								
133	Gravel Install		BUNKER	TB/JZ		TKH								
134	Trimming Lawns			TKH	Weekly	JH								
135	Snow Plowing			TKH	As Needed	TKH								
136														
137														
138														
139														
140														
141	Deepwater Pte. Nat. Area			Project Origin		RP	2012	2013	2014	2015	2016	2017		
142	Operation Plan			PB		PB								
143	Wood Chip Replacement			TKH	As needed	TKH								
144	Trail Maint. Trees & Brush			TKH	As needed	TKH								
145	Sign Maint.			TKH	As needed	TKH								
146	Limb removal Parking Area			TKH		TKH								
147	Paint Parking Bunks			TKH		TKH/JH								
148	No Dumping Sign			TKH		TKH								
149	No-camping Sign			TKH		TKH								
150	Trail Marking			TKH		TKH								
151	Snow Plowing			TKH	As needed	TKH								
152														
153														
154														
155														
156	YCNA			Project Origin		RP	2012	2013	2014	2015	2016	2017		
157	Gravel for Parking areas			JZ		TKH								
158	Paint Kiosks			tKH		Scout								
159	Mow Meadows				3 year									
160	Clean out Bird houses			TKH	Yearly	Others								
161	Clear Trees at Overlooks			TKH		TKH								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
2	Facilities & Parks Project Tracking					Completed Task	TOM	CLIFF	JUAN	OTHERS	Repeating Task	Projection		
162	Trail Maintenance			TKH	As needed	TKH								
163	Trail Mowing			TKH	Bi Weekly	TKH								
164	Replace Faded Boundry Markers			TKH		TKH								
165	Barb Wire removal			TKH		TKH								
166	Invasive Species			TB PB	?									
167	Snow plowing			TKH	As needed	TKH								
168	Restore Pit Area													
169														
170														
171														
172	Acme Cemetery			Project Origin	RP	2012	2013	2014	2015	2016	2017			
173	Replace pump Vault cover			TKH		TKH								
174	Install Fence			TKH		TKH								
175	Fence Repairs			TKH		TKH								
176	Fall/Spring Cleanup			TKH	Bi Yearly	TKH								
177	Sexton Duties			TKH	As neede	TKH								
178	Fertilize			TKH	Yearly	TKH								
179	Water System			TKH	Bi Yearly	TKH								
180	Vet Flags			TKH	Yearly	TKH								
181	Pruning trees/Shrubs			TKH	Yearly	TKH/JH								
182	Install Survey Spikes			TKH		JSZ/TKH								
183	Paint Rules Sign Frames			TKH		TKH								
184	Gravel for Drives			TKH		TKH								
185	Move Spoils offsite			TKH	As needed	TKH								
186	Mowing			TKH	Weekly	TKH								
187	Trimming			TKH	Weekly	JH								
188														
189														
190														
191														
192	YUBA CEMETERY			Project Origin	RP	2012	2013	2014	2015	2016	2017			
193	New Fence Install 2/3 done			Docent		TKH								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
2	Facilities & Parks Project Tracking					Completed Task	TOM	CLIFF	JUAN	OTHERS	Repeating Task	Projection		
194	Fall/Spring Cleanup			TKH	Bi Yearly	TKH/CM								
195	Mowing			TKH	Weekly	TKH								
196	Trimming			TKH	Weekly	CM								
197	Sexton Duties			TKH	As Neede	TKH								
198	Fertilize			TKH	Yearly	TKH								
199	Water System			TKH	Bi Yearly	TKH								
200	Vet Flags			TKH	Yearly	TKH								
201	Pruning Trees/Shrubs			TKH	As neede	TKH/CM								
202	Survey Spikes			TKH		TKH/SJZ								
203	Paint Rules Sign frame			TKH		TKH								
204	Gravel for Drives			TKH		TKH								
205														
206														
207														
208														
209	Boat Ramps			Project Origin	RP	2012	2013	2014	2015	2016	2017			
210	Clear Sand			TKH	As needed	TKH								
211	Snow Plowing			TKH	As needed	TKH								
212														
213														
214	F.D. Water points			Project origin	RP	2012	2013	2014	2015	2016	2017			
215	Yuba Creek			TKH		TKH								
216	Springbrook													
217														
218	TART TRAIL			Project origin	RP	2012	2013	2014	2015	2016	2017			
219														
220														
221														
222														
223														
224	DEEPWATER SHORE PATHS			Project Origin	RP	2012	2013	2014	2015	2016	2017			
225	Surveys			TB		HOLD/JZ								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N		
2	Facilities & Parks Project Tracking					Completed Task	TDM	CLIFF	IUAN	OTHERS	Repeating Task	Projection				
226	Signage			TB		HOLD/JZ										
227	Trail Maint.			TB		HOLD/JZ										
228																
229																
230																
231	Surface Water Testing			Project Origin	RP	2012	2013	2014	2015	2016	2017					
232	Test Acme creek			PC	TKH											
233	Test Yuba Creek			PC	TKH											
234	Test Tobacco Creek			PC	TKH											
235	Test Mabel Creek			WW	TKH											
236	Test Williamsburg Creek			WW	TKH											
237	Attend MICORP at RAM Center			TKH	TKH											
238																
239																
240	Regular Meetings Attended			Project Origin	RP	2102	2013	2014	2015	2016	2017					
241	Park Advisory Board			TB	TKH											
242	Invasive Species			TB	TKH											
243	NW Water Safety			TKH	TKH											
244	Beach Monitor Stakeholders			TB	TKH											
245	MRPA			TKH	TKH											
246																
247																