

**Whitewater Township  
Parks and Recreation Advisory Committee  
Minutes for Regular Meeting  
March 19, 2024**

**Call to order 5:00 p.m. This meeting was held in violation of the Opens Meeting Act. Regular meetings are held at 7:00 Pm not 5:00 Pm. No PRAC meeting changed the regular meeting time to 5:00 PM. A special Meeting was not called. Any action items taken during this meeting are invalid.**

**Roll Call:** Melton, Voice, Buczkowski, Fran Butler, Hubbell

Absent: Cosgrove

Also present: Recording Secretary MacLean, Parks Manager Andrew Butler

**Set / Approve Agenda:** Set

**Declaration of Conflict of Interest:** None

**Public Comment:** None

**Approval of minutes:**

**MOTION** by Melton, second by Buczkowski to approve February 20, 2024, meeting minutes.

On voice vote, all in favor. Motion carried.

**Reports/Presentations/Announcements/Comments/Correspondence:**

None

**Unfinished Business:**

1. Bylaw revisions / Comments: Parks Manager Butler indicates that he will communicate with the Board since we currently do not have a Board liaison. A decision needs to be made at the Board level if they are interested in having Andrew fill that role. Agreement to hold off approving the bylaws, keeping them in a draft form, until the Board gives a decision on providing a representative or a liaison.

PRAC can include the Parks Manager in discussions. The Parks Manager reports to the Board and is willing to report the PRAC meeting information to the Board.

Communicate via memo to keep things clear.

List of goals is current in the Rec Plan.

Budget information was presented in a general format. The Board puts the information into the line-item detail.

Buczkowski recommends presenting the formal memo to the Board requesting the parks manager be the liaison if the Board is not going to supply a Township Board Representative.

**MOTION** by Buczkowski, second by Fran Butler to send the memo regarding the park manager being the designated liaison between the Board and PRAC with necessary verbiage adjustments made by the Chair.

On voice vote, all in favor. Motion carried.

2. GT ARPA – no update, still looking to get the final signed agreement from the supervisor.

3. Lossie Road Motorized vehicle access memo: Buczkowski will be looking at all of the LRNT documents.

Popp has indicated that through his research he has found that motorized vehicle access for property owners would be handled on a case-by-case basis.

The management plan (LRNT/BCNA) clearly states it is a non-motorized trail. The plan also indicates that adjacent property owners could have access for maintenance. The trail itself is an easement on other peoples' properties. The property owner access would only be up to a specific point. An agreement could include verbiage that the property owners would be responsible for damage that they may cause to the trail.

4. BCNA Trail design and funding options discussion. Amounts will be adjusted on the budget information to be presented again to the board for a total of \$110,955.

**MOTION** by Buczkowski second by Voice to recommend the Township Trustees earmark funds in the 2024/2025 budget to improve the existing paths and/or construct new paths: #1=\$76,810 #2=14,135 and the ADA parking improvement=\$20,010 as outlined for the Battle Creek Natural Area according to included plans and documents with a total project budget cost of \$110,955.

On voice vote, all in favor. Motion carried.

5. WWT Park playground equipment. Play structure quote came through from Burke for \$24,344 delivered and installed.

Sand landing zones passed inspections at the last inspections at both playground parks.

Wood chip/fiber landing zone depth question.

Discussion of ADA landing zone compliant material. Currently none of the equipment or access is ADA.

6. 2024/2025 Budget discussion handled during #4, BCNA Trail design and funding options and a couple changes.

Request the survey of Hi Pray for board proposed \$25,000 and the \$5,000 for feasibility study for Hi Pray.

Present additionally discussed budget amounts.

**Committee Comment and Discussion:** None

**Next regular meeting:** April 16, 2024, agenda items Bylaws

**Public Comment:** None

**Adjournment at 7:00 p.m.**

Respectfully submitted,  
Lois MacLean  
Recording Secretary