



Berrien County Parks and Recreation Commission  
701 Main Street, St. Joseph, MI 49085  
Phone: 269.983.7111, Ext. 8435 Fax: 269.982.8661  
[WWW.berriencounty.org/parks](http://WWW.berriencounty.org/parks)

## AGENDA

Wednesday, September 23, 2020 – 3:00 p.m.  
Board of Commissioners Room  
Virtual meeting due to Covid-19

Minutes, Reports and Discussion Materials for this Meeting Follow

- I CALL TO ORDER
- II APPROVAL OF MINUTES
- III INTRODUCTION OF GUESTS
- IV COMMUNICATIONS-  
Public Comments  
*Public comments are allowed at this portion of the meeting only. Those speaking during public comments may do so no longer than two minutes and shall identify themselves by name and city, township, or village. (Article III, 3.9B-C) (Bylaws Appendix B).*
- V OLD BUSINESS
  - Budget Status Report and Report of Collections
  - Environmental Programs Update
  - Silver Beach Report
  - Love Creek Report
  - Madeline Bertrand Report
  - Galien River Report
  - Historical Courthouse Report
  - Rocky Gap Report
  - Paw Paw River County Park
  - Miscellaneous 2021 Budget  
PA90 Discussion- J.B. Hoyt
- VI NEW BUSINESS  
MNRTF 2020 Acquisition & Development Grants
- VII MISCELLANEOUS  
Next meeting date and location
- VIII ADJOURNMENT



Berrien County Parks and Recreation Commission  
701 Main Street, St. Joseph, MI 49085  
Phone: 269.983.7111, Ext 8435 Fax: 269.982.8661  
[WWW.berriencounty.org/parks](http://WWW.berriencounty.org/parks)

### **MINUTES**

Wednesday, January 15, 2020 – 5:30 p.m.  
Berrien County Administration Center  
701 Main Street  
St. Joseph, MI 49085

Members Present:	Richard Schinkel	Bill Chickering
	J. B. Hoyt	Chuck Baran
	Carl Keefer	Tony Korican
	Mamie Yarbrough	James Bednar

Members Absent: Christopher Quattrin

#### Others Present:

Brian Bailey, Director	Jay Dean, Property Manager
Sue Patzer, Admin. Assistant	Rick Rasmussen, Watervliet
Jill Adams, Environ Property Mgr.	Tony Banhart, Sodus
Derek Pelc, Chief Naturalist	
Rhiannon Cizon, Historical Assoc.	
Bill Wolf, County Administrator	

I CALL TO ORDER

THE PARKS COMMISSION MEETING WAS CALLED TO ORDER AT 5:30 P.M.

APPROVAL OF MINUTES

Mr. Bednar, supported by Mr. Baran, moved to:

“approve the October minutes”

MOTION CARRIED

20-01

III INTRODUCTION OF GUESTS

Mr. Bailey acknowledged Mr. Rasmussen from Watervliet and Mr. Banhart from Sodus.

IV COMMUNICATIONS -

Mr. Bailey read a letter from the Lighthouse Point Condominium Association asking for removal of trees near the condominiums at Silver Beach County Park. Mr. Bailey said that the discussion regarding the letter would be held at the Silver Beach portion of the Agenda.

V. OLD BUSINESS

1. Budget Status Report and Report of Collections

**Revenue Budget Status Report**.....The Revenue Budget Status report reflects all revenue activity through December 31st 2019. Actual revenue collected totals \$808,504 which is 97% of the current Amended Revenue Budget for 2019.

**Report of Collections**....As indicated in the Report of Collections “Fee” income for the period ending December 31st, 2020 totals \$808,504 which represents a year over year decrease of \$25,114 or -3%.

Mr. Korican, supported by Mr. Baran moved to:

“approve December 31, 2019 Revenue and Expense Budget Status Reports for Fund 20807510 as presented and accept the Report of Collections dated December 31, 2019 as presented.”

MOTION CARRIED

20-02

## 2. Environmental Programs Update

Ms. Adams reported that in 2020 there will be a similar number of programs as 2019. Six programs are scheduled with the first event being in April. She passed out information to the Commissioners.

## 3. Silver Beach Report

Mr. Bailey opened with his concerns regarding removing trees near the Lighthouse Point Condominiums. He recommended that if any trees are to be removed it would be the trees that have the potential of damaging property. A discussion followed.

Mr. Hoyt, supported by Mr. Baran moved to:

“remove only the trees, at the Director's discretion, that could potentially damage property.”

MOTION CARRIED

20-03

Mr. Bailey updated the Commission on the erosion at the beach. He showed photos of the loss of the sidewalk near the pier, the south picnic area on the water's edge and volleyball courts that are being overtaken by the water. A discussion followed. Mr. Bailey said that most likely the lower volleyball courts would be removed to be used as beach area for the 2020 season and that the erosion situation would continue to be monitored.

Mr. Bailey reported that the current agreement with the Silver Beach Center for the use of the Silver Beach parking lot as overflow parking for the Center's events, would expire soon. He said he was working on another 3 year agreement with the Center. The agreement includes the Center providing the Parks with an insurance policy with Berrien County Parks listed.

## 4. Love Creek Report

Chief Naturalist, Mr. Pelc, reported that the October Love Biketoberfest event was a success with a final donation for Love Creek of over \$9,000. He said that in November the prescribed burn paid for with a Habitat Restoration Grant at the Indian Bowl and the annual deer hunt both went well. Mr. Pelc reported in December Love Creek was the site of the Berrien Springs Christmas Bird Count with 30 people participating. He said that this month was the last Berrien Springs Parent Partnership class and that students are already signed up for the next semester. Mr. Pelc noted that the Park is ready for cross country skiing and all they need is the snow.

## 5. Madeline Bertrand Report

Property Manager, Mr. Dean, summarized the revenue for 2019 stating the increase from 2018 was primarily due to the Disc Golf and facility rentals. He said the deer hunt in

December went well and that some projects were completed including a new heater in the Topenebee Shelter and lodge lighting. Mr. Dean said the ski season preparations are completed and they're waiting for the snow.

Mr. Bailey reported to the Commission that the grant for the River Shelter was not recommended by the MNRTF. He said that he and Mr. Dean will look for cost effective improvements for the shelter and establish a plan to stabilize the structure.

6. Galien River Report

Mr. Bailey reported that the Park is now closed for the winter.

7. Historical Courthouse Report

Ms. Cizon reported that the renovation projects have been completed. She shared photos of the changes with the Commission. Ms. Cizon said that the number of programs for 2020 have been tripled, that there would be exhibits in the Sheriff's Building and there is the potential of a Farmer's Market on the grounds.

8. Rocky Gap Report

Mr. Bailey updated the Commission on the erosion. He said as of now the ramp is ok but that the Lake was creeping in closer. A discussion followed. Mr. Bailey said the erosion situation would continue to be monitored.

9. Paw Paw River Report

Mr. Bailey reported that the Trust Fund Grant for the Enders Property had been recommended by the MNRTF. He said the next step is for the approval process of the recommendations by the State. Mr. Bailey said the Park is now closed for the winter.

10. 2020-2024 Berrien County Park 5-Year Plan

Mr. Bailey reported that the final 5 Year Plan is near completion to be sent to the DNR by the end of next week. He said the plan is due to the DNR on or by February 1, 2020.

11. Miscellaneous -

None

VI. NEW BUSINESS –

Mr. Baily informed the Commission of the 2020 MNRTF grant priorities for Acquisition and Development. He said they include water trails, regionally significant projects, wildlife habitat and hunting access, and lake and river access. Mr. Bailey gave the Commission a few ideas for options for grant applications. They were development of

the new Enders Property, Phase I of the Linear Trail, a 35 acre property (Woodruff property) near Paw Paw River County Park, and a 35 acre property adjacent to Madeline Bertrand County Park. Mr. Bailey said that the Parks could apply for 1 development grant and 1 acquisition grant in 2020. He informed the Commission that due to time restraints that he may need to have a public meeting between now and the next Parks Commission Meeting in March to satisfy grant guidelines.

Mr. Bailey addressed the Nominating Committee for the 2020 Officers. Mr. Korican announced that the Officers would remain the same with Mr. Schinkel as Chairperson, Mr. Keefer as Vice Chairperson and Mr. Quattrin as Secretary. All 3 nominees accepted their nominations.

Ms. Yarbrough, supported by Mr. Korican moved to:

“accept the nominated Officers for 2020.”

MOTION CARRIED

20-04

Due to Mr. Quattrin's absence at tonight's meeting, Mr. Bailey suggested to the Commission to appoint Mr. Keefer as a temporary Secretary to sign the minutes. The Commission supported Mr. Bailey's suggestion.

#### VII. MISCELLANEOUS

1. The next meeting of the Berrien County Parks Commission will be held at the Historic Courthouse Square County Park in Berrien Springs on March 18, 2020. All were in support.

2. Please note:

All handouts, materials and reports referenced and discussed at this meeting are included in the official minute's book of the Berrien County Parks and Recreation Commission located at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

#### VIII. ADJOURNMENT

There being no further business before the Commission, Mr. Baran, supported by Mr. Bednar, moved to:

“adjourn the meeting.”

The meeting adjourned at 7:00 p.m.

Respectfully submitted,  
Carl Keefer, Vice Chairperson