Minutes: ***Final***

Date: April 24, 2024

Torch Lake Township - Day Park Advisory Committee Meeting

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| **Meeting**  | Wednesday, April 24, 2024 |
| **Time:**  | 11:07 a.m.  |
| **Attendees**  | Virginia Hawkins, Bob Hawkins, Mike Healey, Charlotte Lundy, Rita Service, Sheila Wright (via Zoom) |
| **Absent** | Dave Eggebrecht, Sue Sarin |
| **Secretary** | Rita Service |
| **Audience** | None |

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| 1. **Agenda Approval**
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| Agenda approved with changes. M/S: B. Hawkins, C. Lundy Passed 6-0 |

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| 1. **Approval of Minutes**
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| * February 29, 2024 M/S: C. Lundy, M. Healey 6-0.
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| 1. **Citizen Commentary - none**
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| 1. **Committee Discussion:**
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| * **Display Board:** Structurally sound. Discussed whether there should be posting on both sides of display board & what to include…Park/Launch rules/regs, area points of interest, kayak launch areas, etc. No decision but asked to be included in the overall Park & Launch signage discussion at next meeting.
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| 1. **Old Business:**
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| * **Display Board:** Tabled, will be included in overall signage discussion.
* **Park Recreation Plan:** Torch Lake Township Recreation Plan (“Plan”) dated Feb 15, 2011 was discovered & distributed to Committee. Limited relevancy to Park/Launch, therefore, further discussion tabled.
* **Septic Drainage Field Plantings:** Tabled. S. Wright volunteered to research types of wildflowers.
* **Park Vision**: tabled. Committee members encouraged to bring fiscally responsible ideas to meeting.
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| 1. **New Business**
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| * **Budget Spending:** Tabled as need FY24-25 budget to prioritize needs within budget limits.
* **Pavilion Rental Agreement:**
	+ *Motion made to increase non-resident rental fee: ½ Day: $100 to $150; Full Day: $200 to $300. M/S: M. Healey, B. Hawkins. Passed 5-1*. Need TLT Board approval.
	+ *Motion made to keep resident rental fees static: ½ Day: $30; Full Day $60. M/S: B. Hawkins, M. Healey. Passed 6-0.* Need TLT Board approval.
	+ *Refundable Cleaning Deposit: Motion to require all renters (resident & non-resident alike) to post $100 cleaning deposit. Deposit to be returned if the pavilion is clean, no litter & trash removed. M/S: V. Hawkins, B. Hawkins. Passed 6-0*. Needs TLT Board approval.
* **Website updates:** Tabled. Continued recommendation for all Committee members to review & be prepared to discuss at future meeting.
* **Signage**: S. Wright/ V. Hawkins to bring suggestions for Committee’s review.
* **Seasonal Boat Launch Tags**: No decision, but brief discussion on logistics of offering seasonal non-resident pass vs. $20/launch.
* **Park Boat Wash**: June, July, August. No other specific dates from Tip of the Mitt.
* **Park / Launch Camera Security System:**
	+ Per B. Hawkins (TLT’s Ordinance Enforcement Officer (“OEO”) there is a “zoom in” capability need from maintenance shed camera. OEO to talk with security company to correct issue.
	+ Motion made to give TLT’s OEO the authority to have security app on OEO’s township phone. M/S: B. Hawkins/ M. Healey. Passed 6-0.
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| 1. **Next Meeting:** Wednesday, May,22 2024 @ 11:00 a.m.
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| 1. **Citizen Commentary:** None
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| 1. **Committee Member Commentary:**
	* + Suggestion made to move Committee meetings to early evening to encourage more participation. No decision made.
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| 1. **Adjournment**  1:05 PM M/S: M. Healey, B. Hawkins, Passed 6-0
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