Duncan Park Commission
Meeting Minutes
July 21, 2020
Zoom Meeting and Facebook Live Streamed

The virtual meeting was called to order at 7:01 pm by President Roger Cotner.

Commissioners:
Present: President Roger Cotner, Secretary Aaron van Baal, Georgette Sass, and Jennifer Holland
Absent: (None, one vacancy.)
Others: City Liaison Derek Gajdos, City Manager Pat McGinnis, City Council liaison Dennis Scott, City Council Member Mike Fritz, and Ben Savoie.

Those participating introduced themselves for the live stream audience.

Cotner briefly outlined a few ground rules for the virtual meeting including the need for roll call votes.

Approval of Agenda: Sass moved to adopt the Draft June meeting agenda which Van Baal seconded. A motion to add discussion of a Use Application for Lakeshore Visual Art Collective to the agenda was not added. The motion to approve the agenda carried 4-0 by roll call vote.

Public Comment: None

New Business:

A) Ben Savoie, Forester with the Ottawa County Conservation District Forestry Assistance Program delivered his initial assessment of Duncan Park’s forest. Savoie addressed Oak Wilt Disease, Trails, Forest health and the Stewardship Application scope and costs. Savoie stated he would submit a written report to the Commission later.

B) A motion to authorize the commission’s participation in the Forest Steward Partnership, authorization of Sass to coordinate that participation, and a regular report of its progress/activities to the commission was moved by Sass, seconded by Van Baal. After some discussion, Van Baal moved to table the motion, seconded by Sass. The motion to table passed 4-0 by roll call vote. Cotner stated he would include the main motion on August's Agenda.

C) Van Baal moved, Cotner seconded to hold discussion on Invasive Flowering Pear Trees around a three-block radius of the Park. Derek Gajdos informed the Commission that City Council approval was not needed, only needing to be added to the Removal List by the Staff of Facility and Ground Management. A motion to have Cotner request Facility and Ground Management staff to remove them by adding to the Fall 2020 removal list carried 4-0 by roll call vote.

D) A motion to explore the costs of repairing and replacing of guard posts along Park Drive and authorization of Jennifer Holland to gather information and bring recommendations back to the Commission for action was moved by Sass, seconded by Holland. After discussion, Commission
decided to explore options including used electric poles from Board of Light and Power updates or large rocks. Holland agreed to explore the options and report further at a future date.

E) Holland moved to authorize the Park as a site for the United Way Day of Caring volunteers to assist the Commission in the elimination of invasive species from the Park, seconded by Van Baal. Motion carried 4-0 by roll call vote.

F) A motion to authorize the planting of native wildflowers in the Meadow south of Woodland Ave and authorize Cotner to coordinate planning of same with volunteers and Commissioners at a cost not to exceed $300 moved by Cotner, seconded by Sass. Motion carried 4-0.

G) New Business: None

Approval of Minutes:

A) Cotner moved that the minutes from the 06/16/2020 meeting be approved as circulated, which Sass seconded. The motion carried 4-0 by roll call vote. A copy of the approved minutes from 06/16/2020 meeting is attached.

President’s report:
Cotner informed the Commission he granted editor status to Holland on the Park Facebook page, a Beech tree branch down at the Sheldon entrance, and mowing done by Titan Tree Service with a continued bi-weekly service contract.

Report regarding Treasurers report and park maintenance:
Gadjos informed the City has not incurred any financial costs on behalf of Duncan Park since the last Commission meeting and that he will distribute the financial report to Commission members.

Old business:

A) Sass reported that she is still waiting on information about bulk compostable mutt mitt disposal bags from manufacturer. To be carried over to the next meeting as old business. Sass informed Commission that it may not be feasible to have an on-site solid waste compostable bin.

B) Cotner reported on the previously approved Park exclosure and the estimated cost of $300 or less. Although approval by the current Commission members was not needed given the previous approval, Cotner wanted to inform the Commission of the anticipated costs and positioning of the approved exclosure.

C) Update on Taylor DeBauge’s Eagle Scout Kiosk Project.

Second Public Comment: None

Commissioners Comments: Holland requested the Commission discuss on site waste bins at the next meeting.
The next scheduled meeting will be Tuesday August 18, 2020 at 7:00 p.m.

Cotner adjourned the meeting at 8:44 pm.

Respectfully submitted,
Aaron van Baal
Secretary
These minutes were approved at the Commission meeting held on ____________________.

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Aaron van Baal
Secretary