

**PARK COMMISSION  
Erie Township  
Erie, Michigan  
Regular Meeting  
September 19, 2019**

**1. CALL TO ORDER**

The Regular Meeting of the Erie Township Park Commission was called to order at 7:11 pm at the Erie Township office, Erie road, Erie, Michigan.

**2. ROLL CALL**

Kevin Skaggs	Present
Eric Carsner	Present
Jennifer Mishka	Present
Darlene Andrzejewski	Present
Diane La Plante	Present

Also present: Kristine Crammond, Recording Secretary.

**3. AGENDA**

Diane La Plante made a motion to amend the Agenda and to add under C , Review Park Maintenance Job Description. Eric Carsner seconded. Motion carried.

**4. APPROVAL OF MINUTES**

Jennifer Mishka made a motion to approve the minutes from the August 8, 2019 Park Commission meeting. Diane La Plante seconded. Motion carried.

**5. REVIEW OF BUDGET**

Kevin Skaggs stated it has been very helpful having copies of the General Ledger. There was a question regarding the General Ledger under Parks – Menards paint for picnic tables \$68.59 and General Ledger under Repair and Maintenance Parks- Paint supplies of \$122.45. Please clarify the paint cost. Eric Carsner made a motion to approve the Budget pending clarification of the paint costs. Jennifer Mishka seconded. Motion carried.

**6. BUSINESS**

**A. Park Maintenance Items.**

South Erie/ Grace Connolly fence repair and moving the fence back along the entrance.

Kevin Skaggs stated the fence was damaged in late August. The company that installed the fence is South Eastern Fencing. Diane La Plante made a motion to have the company that installed the fence do the fence repair by possibly removing post trim off cross bars at the end posts and apply end caps on both sides of the fence. Darlene Andrzejewski seconded. Motion carried.

**B. Maplewood basketball court crack repair and parking lot black coating update.**

Kevin Skaggs reported the basketball court repair has been completed. The parking lot at Maplewood looks great and now has 2 handicap parking spots.

**C. Park Maintenance Job Description**

The park maintenance job description was reviewed by Park Commissioners. There is nothing to add at this time. This job description is to be reviewed on an annual basis.

**7. PUBLIC COMMENTS**

None

Review of the Erie Park Rental Agreement at the October meeting

The next Park Commission meeting is scheduled Tuesday, October 22, 2019 @ 7:00 pm. Dan Taylor will be asked to attend the October meeting.

**8. ADJOURNMENT**

Eric Carsner made a motion to adjourn. Jennifer Mishka seconded. Meeting adjourned at 8:05 pm.

Respectfully Submitted

Kristine Crammond  
Recording Secretary