

# City of Plainwell



“The Island City”

Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Brad Keeler, Council Member  
Roger Keeney, Council Member  
Todd Overhuel, Council Member

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## AGENDA Parks & Trees Commission Thursday, September 14, 2017 5:00pm

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes/Summary Regular Meeting 08/17/17.**
4. **Parks:**
  - Sherwood**
    - A: Park Maintenance Report - Marsha Keeler
  - Pell**
    - A: Park Maintenance Report - Todd Overhuel
  - Hicks**
    - A: Park Maintenance Report - Bunny LaDuke
  - Cook**
    - A: Park Maintenance Report - Justin Burchett
  - Kenyon**
    - A: Park Maintenance Report - Matthew Bradley
  - Darrow**
    - A: Park Maintenance Report - Sandy Lamorandier
  - Riverwalk Park \ Band Shell \ CBD**
    - A: Park Maintenance Report - Gina Berry
5. **New Business:**
  - A. Rotary tree donation
6. **Open Business:**
  - A. Dog Park update
  - B. Plainwell Auto landscape update
  - C. Berm behind Dance Kraze
7. **Public Comments**
8. **Staff Comments**
9. **Chairman’s Report**
10. **Commissioners’ Comments**
11. **Items for Next Agenda: Thursday, October 12, 2017.**
12. **Adjournment**

**MINUTES  
CITY OF PLAINWELL  
PARKS & TREES COMMISSION  
August 17, 2017**

1. Matthew Bradley called the meeting to order at 5:00 PM.
2. Roll Call: Present: Matthew Bradley, Sandy Lamorandier, Marsha Keeler, Gina Berry. Absent: Bunny LaDuke, Justin Burchett, Todd Overhuel. Also attending: Public Works Superintendent Rick Updike.
3. Approval of Minutes:

***Sandy Lamorandier moved to accept and place on file the minutes and summary of July 13, 2017. Matthew Bradley supported the motion. On voice vote, motion carried unanimously.***

Sandy welcomed Gina to the Parks & Trees Commission and provided her with a New Commissioner's Handbook. Responding to requests, Sandy will provide Handbooks to the other Commissioners at the September meeting.

4. Parks:  
Sherwood Park Maintenance Report - Marsha Keeler  
Marsha reported that the park is very busy. It looks okay except for some cut branches that need to be picked up. Rick noted that the DPW removed them today.

Pell Park Maintenance Report - Todd Overhuel, Sandra Lamorandier  
Sandy reported that Pell Park is very pretty. Marsha noted how well the sidewalk flowers look.

Hicks Park Maintenance Report - Bunny LaDuke  
Bunny was not present but Sandy questioned the timing of planting the new fern beds. She will check with Bunny but believes that it is best to plant them in the fall after they are cut back. Gina questioned where these are to be planted and will walk the area. Rick noted that the seasonal workers will have to install the edging, as he cannot spare full-time crew to do the work. Sandy will research the edging needed.

Cook Park Maintenance Report  
Justin was not present. Rick noted that the DPW installed fresh playground mulch in the Cook playground, as well as the Hicks and Sherwood playgrounds. The pickleball courts' fences are up but the playing surfaces still need to be crack-filled and painted. The contractor should have them completed about the end of the month. Sandy asked that he take a picture of the completed courts for the city web and Facebook pages.

Kenyon Park Maintenance Report – Matthew Bradley  
Matthew reported that there is lots of activity, the softball teams are still playing.

Darrow Park Maintenance Report - Sandy Lamorandier  
Sandra reported that there is nothing new, a lot of kayakers are using the park.

Riverwalk, Band Shell & CBD Maintenance Report  
Gina suggested that the city install a graffiti board, where graffiti would be allowed, noting that some of the graffiti under the bridges is actually quite nice.

Sandy noted that there are trees at the Hicks and E. Bridge Street intersection that need to have the branches lifted for pedestrian clearance. Gina added that there are trees on N. Sherwood Street near Dean's Ice Cream that need the same. Sheryl added that there are trees on E. Hill that you cannot walk under.

5. New Business

A. End of season flower removal.

Matthew reported that the owner of Barb Wire Café asked if the flowers can be left in place until after the first frost. Sandy noted that she agrees to a point, but consideration has to be given to the DPW loose leaf pick up schedule, and to the fact that when plants freeze some of them get slimy and are miserable to remove from the pots. Sheryl noted that loose leaf pick up begins on October 9<sup>th</sup>, but the DPW tries to leave the street planters out until after Pumpkins in the Park. Sandy noted that the hanging baskets are usually tired and ready to come down by early October.

6. Open Business

A. Dog Park Update

Sandy reported that the funding is at \$13,057, and Denise may have received additional funds since that point. The staff has been actively contacting local business to ask for their financial support, and has had very good response. They expect to achieve the funds for the matching grant by the time it closes tomorrow at 3 PM. Commissioner were interested in donating; Sandy stated that they may do so tonight or between 7:30 AM and 3 PM tomorrow.

B. Plainwell Auto Landscape Update

Rick reported no work has been done yet.

C. Park Reservations

Sheryl noted that this item is tabled until Erik can attend. Sandy reported that Erik is on vacation this week.

D. Industrial Park Sign & Tree Update

Rick reported that the MISS-DIG revealed that a gas pipeline, fiber optic, and AT&T create a site that is too busy underground to safely dig out the tree, unless the installers plan to make alterations to the sign foundation.

***Sandy Lamorandier moved to support allowing the Industrial Park Board to put the sign in and to move or cut the tree, as appropriate. Matthew Bradley supported the motion. On voice vote, motion carried unanimously.***

E. Berm Along Riverwalk Behind Dance Kraze

Sandy reported that the dogwood seedlings are too small to make a contribution to the berm. She suggested that we plant flowering tree saplings there for a more immediate impact, and Marsha agreed. Rick noted that he has young redbuds. Consensus was that they would work well in that location.

Marsha noted that the purple plant at the steps is gorgeous and asked what it is. MDOT planted it and the city has a record all plantings, or Kim Brown may know.

7. Public Comments

None.

8. Staff Comments

Sandy noted that the flowers are still infested with aphids; the Dawn soap treatments every five weeks are not working as the aphids reproduce every seven days. She noticed the leaf-curl that indicates their presence and verified by plucking a stem. She will contact Napp's Greenhouse about what they use in the greenhouse, and asked that it be obtained and applied immediately.

Sandy noted that Gina has not been assigned to a park. Marcus had the Riverwalk\Band Shell\CBD. She could step into that position. Sandy noted that Commissioners could exchange parks at any time for any reason; it might even be a good idea to reassign them annually. She reported that the Parks

& Trees Commission used to walk the parks at one regular monthly meeting each summer. Commissioners felt that it would be good if this practice would be revived.

Rick noted several items in the Parks & Trees Summary that the DPW has now completed. These will be removed. Gina suggested using a rubber mat on the trestle deck as a cheap solution for the time it is needed. Matthew suggested using ship's decking like they use on the stage in Miller Auditorium; it was felt that would be too expensive. Rick reported that he has signs for the kayak landings, he just needs to put them up.

Rick reported that the Industrial Park sign at the 8<sup>th</sup> Street entrance is cracked. While mowing, Bill Hileski noticed the sign was mildewed and mossy. Kim took the seasonal workers over to clean it and, on closer inspection, saw that the sign is cracked in two places. It looks like a shim to level the sign on its foundation put pressure on the structural integrity, and the sign gave. It is a sculpted foam sign. Rick is working with SignWriter to get it repaired.

Sheryl reported that Kim took pictures of the flowers earlier this week. She suggested that Commissioners consider the flowers we have this year in light of what they like, and what is not working, as they will soon need to start planning the flowers for next year.

9. Chairman's Report  
None.

10. Commissioners' Comments  
None.

11. Next Meeting / Items For Next Agenda  
The next meeting will be Thursday, September 14, 2017 at 5 PM. No new items were suggested for the next agenda.

12. Adjournment

***Sandy Lamorandier moved to adjourn the meeting. Matthew Bradley supported the motion. On voice vote, motion carried unanimously.***

There being no further business, the meeting adjourned at 5:51 PM.

Minutes Respectfully Submitted,  
Sheryl Gluchowski  
Deputy Clerk

**SUMMARY  
CITY OF PLAINWELL  
PARKS & TREES COMMISSION  
August 17, 2017**

**Action Items:**

**DPW Staff:**

- Install edging in Hicks Park for Chula Vista ostrich fern beds.
- Consider surface modifications for the trestle deck (rubber matting rolls?).
- Look into Kenyon Park COP sign.
- Draft the annual P&T report.
- Paint wood fence in Pell Park.
- Power wash and reseal River Walk boards.
- Install kayak landing signage at/near Sherwood Park.
- Determine what is the purple plant at the Riverwalk steps.
- Photo the completed pickleball courts and submit to city hall.
- Trim trees for sidewalk clearance.
- Sheryl download and upload the 2017 flower pictures.

**Commissioners:**

- Bunny will research surfactants to see if they would help with drainage at the ball fields or the sculpture.
- Research plants that like full sun and wet feet, for the Pell sculpture garden.
- Gina will look into having volunteers remove the weeds on the curb lawn along Allegan Street.
- Sandy will look into edging for the Hick fern beds, and work with Bunny on the timing for planting.
- Schedule a park walk-through in place of a regular monthly meeting.

**City Hall Staff**

- Denise will correct city web page.
- Erik will speak on Park Reservations at the July 13<sup>th</sup> meeting.
- Design a 'places to eat & drink" map for the canoe/kayak landings.
- Denise & Rick - Plainwell Auto façade & adjacent landscape improvement; get UPS box moved.
- Write a P&T accomplishments & projects letter to residents (Rick drafted and sent to city hall for refinement).
- Shirley W set a popup for an annual assignment of park to Commissioners, and schedule one meeting for Commissioners to walk the city parks as a group.

**Motions:**

- ***Approved minutes and summary of previous meeting.***
- ***Recommended that Council allow the IP TIFA Board to install the new sign, and to remove or cut the adjacent tree as appropriate.***
- ***Adjourned meeting.***

**Open Business:**

- Dog Park
- Plainwell Auto Landscape
- Re-landscape berm behind Dance Craze

**New Items for Next Agenda**

- None

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**Tabled – do not place on agenda until ...**

- Bike Racks – *tabled until Plainwell Auto is settled*
- Park Reservations, Rules, Permit, Signage – *tabled until Erik can attend*