

Antrim Creek Natural Area Commission

Dave Heeres, Chairman

Don Miles

Blaze Budd

Carl Veenstra

Lauri Gear

**April 24, 2019
Minutes**

Members present: Dave Heeres, Don Miles, Carl Veenstra, Blaze Budd

Members absent: Lauri Gear

Staff present: Pete Garwood, Eileen Wallick

Others present: Meghan Budd, Tim Schacht

1. Meeting was called to order at 7:04 p.m. by Dave Heeres, Chair

2. Public Comment

Chairman Heeres requested each member and staff introduce themselves and tell a little bit about themselves.

Tim Schacht joined the meeting at 7:18 p.m.

Mr. Schacht, who lives near the Antrim Creek Natural Area, indicated his desire to be involved with the Natural Area. He informed the Commission that he has researched the possibility of resurrecting the Friends of Antrim Creek.

3. Approval of Minutes

It was noted that at the top of page two regarding the removal of the culvert, the minutes should be changed from “removal of the culvert” to “it should be installed correctly.”

Motion by Carl Veenstra, seconded by Don Miles, to approve the minutes of October 24, 2018 as amended.

Motion carries - unanimous.

4. Grass River Natural Area (GRNA) – 2019 Educational Proposal

The Commission reviewed the proposed education program from GRNA. Don Miles said there needs to be better coverage/advertising for the programs.

Motion by Carl Veenstra, seconded by Don Miles, to approve the funding of three Grass River Natural Area Educational Programs for a total cost of \$450, with the three programs to be as follows:

- **Birding at ACNA**
- **Whistle up the Bay**
- **Reptiles and Amphibians**

Motion carries – unanimous

For the October meeting with the GRNA staff the Commission would like to get a jump on the 2020 agenda, specifically they would like to address:

- Have options available in the fall.
- Have a summary of each option.
- Would like to know who the instructor is, if possible.

5. Trail Improvement Needs

Part-time Parks Staff

Carl Veenstra stressed caution regarding spending down the ACNA fund, which has the funds from the interest generated from the ACNA endowment. He said if the Commission spends all the funding on labor, there may not be any funding left if an important project comes up.

Mr. Veenstra indicated, if a trail maintenance position were established, he would be interested in it. Mr. Veenstra also indicated that he may not be interested in establishing the position if it meant that the funds would not be available if and when the school house became available for purchase.

Motion by Dave Heeres, seconded by Don Miles, to pursue a position at the Antrim Creek Natural Area for the 2020 budget and establish the needed hours and position description.

Motion carries – unanimous

Grand Traverse Regional Land Conservancy (GTRLC) Recommendations

Motion by Carl Veenstra, seconded by Don Miles, to approve a work day as described by Jacob Bournay for May 9, 2019.

Motion carries – unanimous

The Commission discussed getting gravel or Afton stone for the potholes on both entrances. Eileen Wallick indicated she could make calls to get quotes for the product. The Commission requested that Ms. Wallick arrange for the delivery of 10 cubic yards to each entrance for spreading and filling the potholes.

6. Antrim County Parks & Rec Plan

The Commission reviewed excerpts from the current draft of the Antrim County Parks & Rec Plan. It was the consensus of the commission to add the trail improvements and needs summary as recommended by Jacob Bournay with GTRLC (see attached pgs. 4-5), as well as exploring the re-establishment of the Friends of Antrim Creek Natural Area and adding outside cameras to monitor bathroom traffic as a preventative measure.

7. Boat Launch Update

Ms. Wallick said she would continue to try to contact East Bay Excavating to remove the planks.

8. Various Matters

The Commission reviewed the endowment information provided by the Grand Traverse Regional Community Foundation, as well as the Conservation Easement Report provided by the Grand Traverse Regional Land Conservancy.

Don Miles inquired as to whether or not there are designated campfire areas as stated on the park ordinance. Mr. Veenstra indicated a particular area was designated at one time as it was being

used over and over again. The only identification was the fact that there was a stone ring in the location.

Commission discussed how to dissuade people from parking on the beach.

9. Public Comment

None.

The next meeting is scheduled for July 24, 2019.

The meeting adjourned at 9:15 p.m.

DRAFT

From: [Donald Miles](#)
To: [Boyd, Margie](#)
Cc: [Cooke, Mathew](#)
Subject: RE: Email - ACNA Trail Improvement
Date: Wednesday, October 24, 2018 3:18:02 PM

Matthew –

Would it be possible to get copies for each of the commission members of the recommendations from Jacob and the two attachments to bring with you to the meeting Wednesday evening? I will be able to lead the discussion regarding this topic as I worked with Jacob and Steve from the GTRLC last week regarding the trails and signs.

Thank you,

Don Miles

Sent from [Mail](#) for Windows 10

From: [Jacob Bournay](#)
Sent: Tuesday, October 23, 2018 11:24 AM
To: dfmupnorth@yahoo.com
Subject: ACNA Trail Improvement Needs

Hi Don,

Attached is a map summary of known trail issues and example of a typical GTRLC Partner sign plan.

Here is a brief summary of what we talked about on our onsite visit on Oct 15th

Recommendations and Needs Summary:

- Management Plan Update. Should be updated at the very least every 10yrs. Newest update should include and reflect current and future trail needs.
- We encourage long term community support i.e. volunteer recruitment for the project. GTRLC is willing to help with this effort.
- Prioritize trail improvement projects. Our strategy would be to first gain interest in the less intensive trail reroutes, then gather volunteer support around the larger needs of the property.
- Signage: add multiple UR Here Wayfinding signs and maps, improve road signs, private property boundary signs, kiosk information simplified
- Define beach area trail, highlight one designated trail to reduce the number of social trails and protect sensitive habitat
- Potential infrastructure to include: gate to seasonally block gate on north entrance. Timbers added to steep segments where reroutes are not possible and erosion is known to occur

(especially near social trails formed near the creek. Small culverts under trail bed where reroutes are not possible. Budget time to maintain current infrastructure.
Hope this helps. Let us know how your meeting goes.

-Jake

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Jacob Bournay

Land Steward

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Antrim Creek Natural Area Commission

Dave Heeres, Chairman

Don Miles

Blaze Budd

Carl Veenstra

Lauri Gear

June 18, 2019

****SPECIAL MEETING****

Minutes

Members present: Dave Heeres, Don Miles, Carl Veenstra, Blaze Budd

Members absent: Lauri Gear

Staff present: Travis Youatt, Eileen Wallick

Others present: Tim Schacht, Wendy Warren

1. Meeting was called to order at 7:00 p.m. by Dave Heeres

2. Public Comment

None.

3. Trail Maintenance Employee

The ACNA Board is considering contracting with the Antrim Conservation District (ACD) to provide a temporary employee to complete ground maintenance work at the ACNA. This service will be approximately 10 weeks long and 4 hours per week. The budgeted amount for this, paid to the ACD from the ACNA will be \$800.00. The provided contractual employee will be equipped with small tools, e.g. chain-saw, pruners, and loppers, etc.

Wendy Warren, District Manager, discussed the details of the interim worker. Ms. Warren indicated ACD is seeking additional hours for their trail maintenance worker. Currently, he is scheduled to work at Glacial Hills two (2) days a week. She said ACD is comfortable contracting with the County, as they have contracted with County on various projects.

David Heeres asked about a job description and who would supervise the trail worker. It was the consensus that Ms. Warren would be the ultimate supervisor but would need one point of contact from the ACNA or Antrim County. Ms. Warren, Carl Veenstra, and Eileen Wallick, Parks Manager, will work together on a priority list for the new trail maintenance employee. Discussion ensued about who would supervise this new employee. Don Miles spoke on the roles of "who does what."

Motion by Carl Veenstra, seconded by Blaze Budd, to recommend the Board of Commissioners amend the contract between Antrim County and the Antrim Conservation District for trail maintenance work at Antrim Creek Natural Area; to authorize the Board Chair to execute the amendment; and to authorize the Finance Director to make the appropriate budget amendment.

Motion Carries

4. Friends of Antrim Creek Natural Area

Tim Schacht said he has been working on bylaws and officers for the Friends of Antrim Creek Natural Area. He indicated he had a bank account created and 501c3 was granted. Tim would like to see the park improved and help with various projects.

5. Various Matters

Ms. Wallick showed pictures of a project that her staff completed at the ACNA. She updated the Commission about the “no parking” signs being installed. The commission members requested more gravel be added to the road. Ms. Wallick will order more gravel to be spread by volunteers.

Carl Veenstra said he continues to do work on the trail. He asked if it were possible for a volunteer to be reimbursed for the use of privately owned equipment. Mr. Veenstra indicated he has also been working on a list of job duties, should a permanent employee be hired to work exclusively at the natural area.

6. Public Comment

The next regular meeting is scheduled for July 24, 2019.

The meeting adjourned at 8:17

Antrim Creek Natural Area Commission

Dave Heeres, Chairman

Don Miles

Blaze Budd

Carl Veenstra

Lauri Gear

**July 31, 2019
Minutes**

Members present: Dave Heeres, Carl Veenstra, Lauri Gear

Members absent: Don Miles, Blaze Budd

Staff present: Travis Youatt, Eileen Wallick

Others present: None

1. Meeting was called to order at 7:07 p.m. by Dave Heeres

2. Public Comment

None.

3. Approval of Minutes

Motion by Carl Veenstra, seconded by Dave Heeres to approve the minutes of April 24, 2019.

Motion Carries

Motion by Lauri Gear, seconded by Carl Veenstra to approve the minutes of June 18, 2019.

Motion Carries

4. 2020 Budget

The Commission discussed upcoming projects for the ACNA in the 2020 year.

Motion by Lauri Gear to make a motion to increase the line item contractual services by 20% from last year's budget. Seconded by Carl Veenstra.

Motion Carries

5. Trail Maintenance Work Plan

David Heeres asked Eileen Wallick, Barnes Park Manager, to identify what her crew does at the ACNA and how many hours they worked on the ACNA grounds last year.

Deputy Administrator Travis Youatt handed out updated information on the contracted worker with Antrim Conservation District (ACD).

The Commission directed Mr. Youatt to look into the contract between ACNA and Antrim County as it relates to outhouses. There have been multiple complaints of the outhouses not being clean.

6. Boat Launch Update

The status of the boat launch was brought up by Carl Veenstra. Mr. Veenstra gave an update on the current state of the boat launch and the fabric that is left remaining. The Commission discussed whether the boat launch slabs and fabric should be removed.

7. Various Matters

There were concerns brought to Mr. Veenstra's attention by a neighbor of the ACNA. Mr. Veenstra indicated stated the neighbor is worried water from the creek would be re-routed and damage some of his property. The neighbor said he would like the ACNA to fix this potential issue or he would fix it himself. It was stated that other ACNA commission members should have input on this issue.

8. Public Comment

None

The next regular meeting is scheduled for September 24, 2019.

The meeting adjourned at 8:31