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## TOWNSHIP OF FERGUSON

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**Parks and Recreation Committee  
Meeting Agenda  
Ferguson Township Conference Room 2  
Monday, October 14, 2019  
4:00 p.m.**

- I. CALL TO ORDER
- II. CITIZEN'S INPUT
- III. APPROVAL OF MINUTES
- IV. DISCUSSION OF THE LOW-/NO-MOW AREA AT CECIL IRVIN PARK

### **Narrative**

The Township heard concerns from residents who live on Sunday Drive and adjoin the park. Property owners expressed discontent with the Grow Zone area. Mr. Bryan Rodgers and Ms. Ruth Cooper were invited to attend this meeting to share their observation and concerns with the Committee regarding the undeveloped area at Cecil Irvin Park. The Committee should discuss the item and recommend any changes to the maintenance of the undeveloped areas of the park. Options may include the following:

- Continue "business-as-usual" and mow the area twice per year before and after the growing season;
- Mow and maintain the undeveloped area in the same manner as the developed area;
- Install a landscape buffer along the park perimeter that may be more aesthetically pleasing to adjoining property owners; or
- Identify another potential solution.

### **STAFF RECOMMENDATION**

That the Committee ***discuss*** the low-/no-mow area at Cecil Irvin Park.

- V. REVIEW OF DRAFT STANDARD OPERATING PROCEDURE FOR MOWING IN PARKS

### **Narrative**

The Township Public Works Director, Dave Modricker, is drafting a Standard Operating Policy (SOP) for mowing parks. Attached to this agenda is a draft SOP for the Committee to review and comment on. The SOP, if adopted, would serve as a guidance to apply to all parkland in the Township.

### **STAFF RECOMMENDATION**

That the Committee ***review and comment*** on the draft Standard Operating Procedure for Mowing in Parks.

- VI. WATER FOUNTAIN REMOVAL OR REPLACEMENT AT HOMESTEAD PARK

### **Narrative**

The underground water line to the existing inoperative water fountain at Homestead Park was damaged 3 or 4 years ago. Centre Region Parks and Recreation (CRPR) shared that there have been

no complaints about the fountain not working and has asked the Township to consider removing the feature. Alternatively, repairing the water line and then replacing the water fountain as budgeted for 2020 can be considered. The Board approved playground installation for 2021 in the Capital Improvement Plan (CIP). It is likely that the water fountain feature will be more frequently used with the installation of new playground equipment.

**STAFF RECOMMENDATION**

That the Committee *recommend* an option with the water fountain at Homestead Park.

**VII. DISCUSSION OF PARKS AND RECREATION COMMITTEE MEETING DATES AND TIMES**

**Narrative**

Norris Muth has a schedule conflict with the Parks and Recreation Committee's regular meeting day for the remainder of this year. He acknowledged that the Committee will need to contemplate options ranging from accepting his absence for the remainder of 2019 meetings as a Committee member, replace him, or move the meeting date and time. The Committee is asked to discuss these options including consideration of alternate meeting dates for the remainder of 2019.

**STAFF RECOMMENDATION**

That the Committee *discuss* the Committee's meeting dates and times for the remainder of 2019.

**VIII. REPORTS**

1. Staff Report
2. Centre Region Parks and Recreation Authority Report – Mr. Bill Keough

**IX. OPEN DISCUSSION**

**X. ADJOURNMENT**

**FERGUSON TOWNSHIP PARKS AND RECREATION COMMITTEE**  
**MEETING MINUTES**  
**MONDAY, August 12, 2019**  
**4:00 P.M.**

**I. ATTENDANCE**

The Parks and Recreation Committee held its meeting on Monday, August 12, 2019, at Suburban Park. In attendance were:

**Committee:**

Niki Tourscher, Chairperson,  
Andrew McKinnon, Vice-Chair  
Kathie Vondracek, Secretary  
Shawna Doerksen-Absent  
Connie Puckett  
Norris Muth  
Denise Myer

**Staff:**

David Pribulka, Township Manager-Absent  
Centrice Martin, Assistant to the Manager

Others in attendance were: Summer Krape, Recording Secretary; Jim Carpenter, CRPC; Laura Dinnini, Ferguson Township Resident/BOS member.

**II. CALL TO ORDER**

Ms. Niki Tourscher called the Parks and Recreation Committee meeting to order on Monday, August 12, 2019 at 4:01 pm.

**III. CITIZEN'S INPUT**

**IV. APPROVAL OF MINUTES OF JUNE 10, 2019 MEETING**

Mrs. Denise Myer made a motion to approve the July 8, 2019 minutes and Ms. Kathie Vondracek seconded the motion.

**V. FERGUSON TOWNSHIP CAPITAL IMPROVEMENT PROGRAM**

Ms. Martin stated to the Committee the Board of Supervisors (BOS) did not approve the breakup of the \$100,000 allocated to Homestead Park. Instead they would like to keep the \$100,000 for Homestead Park and adjust separately. Ms. Martin stated that the BOS moved the Solar Array at the Whitehall Road Regional Park from 2020 to 2021. The BOS also moved the Fairbrook Park master plan update from 2022 to 2021 and the Fairbrook Park native landscape planting to 2022. The installation of the compost toilet from 2020 to 2022. Ms. Martin stated that pavement wash out areas in several parks reduced to \$20,000. The Public Works Director, Mr. Dave Modricker, and Ms. Martin had a discussion and Mr. Modricker stated that there are four pavement areas in Tudek Park that need fixed. Ms. Martin put back the \$40,000 to pave the areas in Tudek Park. Ms. Tourscher noted that in 2022 there is still \$10,000 for water fountains, Ms. Martin stated that she saw that and has emailed Mr. Eric Endresen the finance director omit that. Ms. Tourscher made a motion to approve the changes, Mrs. Myer made a motion to approve and Ms. Connie Puckett seconded the motion.

**VI. COMPOST TOILET INSTALLATION IN TOWNSHIP PARK**

Ms. Tourscher explained that the Committee has been asked by the BOS to consider a location for a compost toilet. Ms. Martin stated that staff has discussed this, and they feel that Fairbrook Park may be a good park given its location. Mr. Keough asked what size the footprint was for this facility. Ms. Martin stated that Mr. Pribulka and Mr. Modricker have researched and found a model, but she is not familiar with the size. Mr. Jim Carpenter from Centre Region Parks Recreation (CRPR) stated that it is a one stall facility. Mrs. Myer asked what a compost toilet is. Mr. Carpenter stated that he has a lot of

experience with compost toilets from his previous employment. Mr. Carpenter stated that they do have their draw backs, they are very similar to a porta potty. There is some misconception that they do not require a lot of maintenance. Mr. Carpenter explained that the compost waste will need cleaned out about once a year. A septic company will need to come suck the waste out. You can spread it on your own field however, some states have regulations regarding spreading this waste. Unfortunately, these compost toilets are notorious for being set on fire. Mr. Carpenter stated that they are good in remote areas but not good in high traffic areas. Mrs. Vondracek asked what the price on this would be. Ms. Martin stated that there is \$25,000 set aside but this is a high estimate. Mrs. Vondracek asked how much it is for us to continue with the porta potty. Mr. Carpenter stated that they are on a two year contract at \$85/month. Ms. Tourcher stated that maintenance staff will need to clean compost toilet. This would involve cleaning the unit its self and having someone go in the hole and level the waste to encourage composting and removing the waste once a year. Ms. Martin stated that this is a 2022 project and suggested that this topic be tabled until the next meeting when Mr. Pribulka is present to answer any questions. Ms. Tourcher suggested the Committee also talk with some state parks to get their experiences with these facilities. The Committee decided to table this until the September meeting so they can get their questions answered. Ms. Tourcher made a motion to table this topic until September meeting, Mrs. Myer motioned and Mrs. Vondracek seconded.

Ms. Laura Dinnini stated that she reserected the idea of a compost toilet specifically for Fairbrook Park. Fairbrook Park is out of the sewer source area, so they can't have a flush toilet there. However, this park is a high use area.

#### **VII. TREE BUFFER ZONE AT CECIL IRVIN PARK**

Ms. Martin stated that there has been some complaints from a resident that is dissatisfied with the weed growth. The mowing hasn't been done in this area and it has become an unofficial grow zone. No signage has been posted in this area. Mr. Pribulka met with Mr. Modricker to discuss possible options to address this. They came up with four options: scenarios the Township arborist prepared, do nothing and just let it continue to grow tall like we have, mow it regularly, or have it as a cash crop and engage a third party to grow corn. Mr. Muth stated that he has observed that there is one resident that has mowed out further than all the other residents in that area. Mrs. Vonsracek asked what this person would like to see happen, just mow it down or did they have a suggestion. Ms. Martin stated that she does believe there was just complaint brought forth no suggestion of an outcome. Mr. Carpenter stated that staff did talk about not mowing/mowing the field less at the meeting in February but nothing ever came of it. CRPR could mow one pass if staff could mark the boundary lines. Ms. Tourcher suggested this might be a possible solution and some education. Ms. Dinnini asked what is intended in the masterplan after the small area plan is in place. Ms. Martin stated that trails, parking, and an entrance off of Nixon Road will be put in and there will be a great deal of excavating. Mr. Muth stated he would like to know the exact nature of this complaint considering its only one compliant that we know of this would be a lot of money and work to appease one person. He would like to table this topic for the September meeting to hear the actual complaint and then decide on an action. Ms. Martin stated that there was an invitation extended to the resident who made the compliant so we can extend this invitation again for this meeting. Ms. Tourcher made a motion to table this topic and Mrs. Myer seconded the motion.

#### **VIII. REPORTS**

Ms. Martin wanted to note that the Song Bird Sanctuary events went well. Mr. Keough gave the CRPRA report. He stated that the Whitehall Road Regional Park phase one final land development plan has been submitted and is being reviewed. Three variance requests for this park were submitted and two of the three variances were granted. The two variances that were granted had to do with the caliper size

of trees that are proposed to be planted. The denied variance had to do with the number of trees required to be planted as per the ordinance. Mr. Keough reported that the audit that was done for the authority has been completed and it was an independent audit and no issues were found. Mr. Keough stated that Summer programs are beginning to wind down, he feels they have been successful but won't get the full report until the September or November meeting. Mr. McKinnon wanted to touch base on the caliper issue again, this has come to him numerous times with all the discussion that is going on with the Pine Hall forest. Mr. McKinnon spoke about the carbon value of the bigger sized trees. Carbon sequestering. Mr. Muth stated that he is hopeful that there is an upside in the size difference and if we are going to be picky in the species we choose.

**IX. OPEN DISCUSSION**

Mr. Muth asked if the Township has a list of appropriate trees and plants to plant. Ms. Dinnini stated that there is a list but it is very outdated but he should ask staff for it.

**X. ADJOURNMENT**

With no further discussion, the Parks and Recreation Committee adjourned at 5:00 PM.

RESPECTFULLY SUBMITTED,

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KATHIE VONDRACEK, SECRETARY  
FOR THE PARKS AND RECREATION COMMITTEE

# FERGUSON TOWNSHIP PUBLIC WORKS DEPARTMENT

## MOWING IN PARKS

February 2019

### **Introduction:**

Mowing of developed and active areas in parks is completed by the Centre Region Park and Recreation Department (CRPR) of the Centre Region Council of Governments. Mowing of undeveloped park areas is accomplished by the Ferguson Township Public Works Department (FTPW). This standard operating policy applies to Ferguson Township Public Works Department mowing of undeveloped park areas or certain pollinator gardens and stormwater basins in previously developed park areas as further defined below.

### **Mowing frequency:**

Pollinator gardens shall be mowed once per year after first frost in the fall or winter.

Stormwater basin mowing shall depend on the plantings. Basins planted with tall grass shall be mowed a total of once or twice per year and mowing shall occur before April 1 or after August 31. Grass shall be mowed no lower than 8 inches.

Low mow areas in developed park areas shall be mowed at the same frequency as stormwater basins with tall grass.

Undeveloped park areas shall either be leased and used as farm pasture or mowed at the same frequency as low mow areas in developed parks.

– roadside mowing consider type L low mow mix, 3 mowings west end, May, July, September – sight distance weed whip or mow more frequently – high banks or areas outside clear zone mow as tall grass or pollinator based on plantings

### **Mowing locations and responsible party:**

Cecil Irvin Park pollinator garden in developed area by CRPR.  
Cecil Irvin Park stormwater basin by CRPR

Fairbrook low mow in developed area by CRPR



**Staff Report  
October 14, 2019**

1. The stormwater basin at Haymarket Park was converted into a pollinator friendly habitat area in July as part of a pilot study. The pilot study involves increasing green infrastructure by planting seed mix and trees within the stormwater facility. In past practices, the Township Engineer would not approve a maintenance plan with tree plantings inside the basin. This study will provide observational data to determine what, if any, impact the trees will have on the stormwater basin's water quality and volume control.
2. Paths at Homestead Park and Fairbrook Park were paved this summer.
3. The Zoning Hearing Board (ZHB) received three variance requests from Centre Region Parks and Recreation (CRPR). The one variance that was approved permits CRPR to reduce the caliper size of the canopy tree. The second variance that was approved permits CRPR to reduce the caliper size of the understory tree. The third variance, denied by ZHB, was a request for approval to reduce the required number of buffer plantings in the required perimeter buffer yards.